



CEMC MEETING MINUTES

Friday, September 24, 2021 | 10:30 a.m. | *via Zoom*

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC Planning Priorities

- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

College Enrollment Mgmt. Committee

Members Present (voting):

Jeremiah Bodnar (voting)
Rajeev Chopra (voting)
Nan Ho (voting)
Stuart McElderry (voting)
Thomas Orf (Co-Chair)
Sarah Thompson (voting)
Tamica Ward (voting)
Kristina Whalen (Co-Chair)

Members Present (non-voting):

Erick Bell
Amy Mattern
Anette Raichbart
Rajinder Samra
Carolyn Scott
Jeanne Wilson

Classified Senate: Aubrie Ross

Members Absent:

Dyrell Foster
Andrea Migliaccio

Guests:

Heike Gecox
Estella Sanchez
Craig Kutil

Meeting Minutes

1. Call to Order

Dr. Orf called the meeting to order at 10:31 a.m.

2. Review and Approval of Agenda

Committee members approved the agenda with a minor adjustment to switch items 6 and 7. (Bodnar/McElderry)

3. Review and Approval of Minutes of August 27, 2021

Committee members approved minutes (Ho/McElderry).

4. Latest Numbers

Dr. Orf reporting: Our numbers are still down quite a bit; not sure how much it will change with late start classes. We are past census date.

Dr. Whalen: We have about 60 sections starting in October with about half in person. Some are already full.

Dean Ward: They've been doing some marketing for late start classes so we're hoping to see some increase.

Summer 21 as of 9/20/2021

FTES 695.38
FTEF 45.69
WSCH/FTEF 463.59
FTES/FTEF 15.22
Fill rate 79.23%
of Pri Sec 192
-9.87%

Fall 21 as of 9/20/2021

FTES 2517.95
FTEF 189.47
WSCH/FTEF 409.79
FTES/FTEF 13.29
Fill rate 77.44%
of Pri Sec 782
-10.03%

5. Report from DEMC

Dr. Whalen: There were two major agenda items besides looking at the latest numbers. One item was for DEMC to support a recommendation from ESS to have another summer professional development. The conversation was started but questions were raised as to why the conversation would take place in an enrollment management meeting. Not sure where the conversation has popped up again; it has not gone to the senate yet. Hopefully it will be rejuvenated because there was not really much interest in thinking about Hyflex. There's starting to be more interest as people think about returning to campus in spring. We have a very small pilot going now. People can really benefit from professional development on that model of instruction. VC Rowland asked that this be bought up in our meeting today. If there are any concerns, please let us know.

Dr. Orf: The other item was funding for Sheriff's Academy; a history was given about the different disciplines where funding was taken off the top. A detailed report was given by Dale Wagoner.

This is the time of year that we request DEMC to set targets for the next year. Historically this has been an issue. The reason we need our targets at this time is so we can start disseminating out the FTEF per division, then the deans work with their areas. For us to do this effectively is for us to do it at our October meeting (the one coming up). That way it's presented, then we vote on it at our November meeting, then we can start handing out discipline plans. If things go as planned, we can have discipline plans to deans by the middle of November to share with the different departments. Unfortunately, DEMC has not ever acted this fast, and we end up sending "guesstimates" for our discipline plans. We end of coming back later to do a modification. VC Rowland has been extremely supportive in bringing this up in the October DEMC meeting.

We don't need to decide targets today but we do need to discuss some of the characteristics. Chabot would still like us to give them up to 14 FTEF to run the Sheriff's Academy.

VP Raichbart provided information about the history of the district allocation, back as far as 2008-09. It's just rough information; not final. There's no real trend.

Dr. Whalen: We should think about what we want to see in a WSCH number and a target number as we head into October. The data that VP Raichbart offered is really helpful. Here's some more data: FTES achieved so far (summer and Fall) is 3,226; we need 3,729 from the remainder of fall and spring to reach our target. Being realistic we are not going to do that. We should be okay with our FTEF because we only used in fall about 189, and we still have 203.75 for spring. Our WSCH target is around 490 but our actual is 438-440. We might want to rethink how we set our WSCH target.

(Committee members asked questions and engaged in discussion).

Dr. Orf will follow up with questions and concerns at the next DEMC meeting.

6. Prelude to FTES Targets for Next Year

Discussed in item 5

7. CCC Enrollment Survey Report

Dr. Whalen: Shared a report from the RP Group. It is based on a voluntary survey regarding enrollment data that people provided to the group. 58 colleges participated but not us. Like we've seen with data provided by the District office, there was only one District that reported any increase. It amplifies our own local data about male students dropping out; where we are seeing the biggest trends in the decrease. The other thing that stood out is that the programs being affected look similar to what is happening at LPC (Performing Arts, ESL, KIN, non-credit). The survey asked for enrollment strategies, several are the same or similar to what we've done: around 90% of the colleges reached out to students who didn't return the fall semester. The final part of the report asked the question: What do we want the State Chancellor's Office to do for us to help? Some responses: Continue to extend hold harmless; issues with the student attendance accounting formula (our own chancellor has asked for us to begin the calculation of what our FTES number would look like if the classes we put online using the distance education accounting formula were face-to-

face; what would be the difference in our FTES?) The distance education accounting formula does not give the same level of FTES as face-to-face classes. It is suppressing our FTES.

8. Enrollment Efforts

Dr. Whalen: This will be a standing agenda item to talk about anything we've done to improve our enrollment efforts.

We reopened the concurrent enrollment window in order to support the efforts our outreach specialists put in. Efforts to reach out to students who enrolled in spring but not in fall. We sent a video recording; waiting for ThankView metrics to see how it worked.

Maybe at next CEMC can have new outreach specialist Helena Cruz come and we can introduce her.

9. Good of the Order

None

Adjournment: (Thompson/Bodnar) 11:47am