



CEMC Meeting Minutes

Friday, December 9, 2022 | 10:30am | via Zoom

LPC Mission Statement	LPC Planning Priorities	
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 life-long learning.	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.
Chair (voting)	Deans (voting)	Faculty (voting)
<input checked="" type="checkbox"/> Kristina Whalen, Co-chair <input checked="" type="checkbox"/> Thomas Orf, Co-chair	<input checked="" type="checkbox"/> Stuart McElderry <input checked="" type="checkbox"/> Nan Ho <input type="checkbox"/> Tamica Ward	<input checked="" type="checkbox"/> Jeremiah Bodnar <input checked="" type="checkbox"/> Rajeev Chopra <input checked="" type="checkbox"/> Sarah Thompson <i>Attendance (Quorum = 5 voting members)</i>
Administrators (non-voting)	Administrators (non-voting)	Classified Professionals (non-voting)
<input checked="" type="checkbox"/> Dyrell Foster, President <input checked="" type="checkbox"/> Anette Raichbart <input checked="" type="checkbox"/> Jeanne Wilson <input checked="" type="checkbox"/> Rajinder Samra	<input checked="" type="checkbox"/> Amy Mattern <input checked="" type="checkbox"/> Kevin Kramer <input checked="" type="checkbox"/> Joel Gagnon	<input checked="" type="checkbox"/> Carolyn Scott <input checked="" type="checkbox"/> Andrea Migliaccio
Academic Senate	Classified Senate (2)	Student Senate (2)
<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> Aubrie Ross <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Guests		
Theresa Fleischer Rowland Heike Gecox Craig Kutil		

Agenda Item	Information/Discussion	Action/Assigned To
1.	Call to Order Dr. Orf called the meeting to order at 10:30 a.m.	
2.	Review & Approval of Agenda Agenda approved by the committee.	Approved Kramer/Ho
3.	Review & Approval of Minutes – November 4, 2022 Minutes approved by the committee.	Approved Bodnar/Ho
4.	Latest Numbers Dr. Orf reporting: We are up about 6 percent but a very long way to go. Things are looking a bit more promising. There are still a lot of classes well below 20. Deans gave a perspective regarding their areas. VP Whalen and Ms. Migliaccio spoke about the gap between FTEF and how it might relate to unstaffed courses; how load has to be manually adjusted after courses are staffed. <u>Fall 22 as of 11/28/2022</u> FTES 2341.61 FTEF 189.31 WSCH/FTEF 381.97 FTES/FTEF 12.37 Fill rate 70.70% # of Pri Sec 763 -6.65% <u>Spring 23 as of 11/28/2022</u> FTES 1421.26 FTEF 244.52 WSCH/FTEF 179.20 FTES/FTEF 5.81 Fill rate 38.73% # of Pri Sec 789 -11.23%	

5.	<p>Presentation of Discipline Plans Drs. Whalen and Orf previously met to review allocations and had a few questions. The deans each discussed their discipline plans per chart below and answered those questions.</p> <p>Dr. Whalen: We came in at 400.96 which is slightly over our allocation. But with adjustments in CMST and KIN, we should be slightly below our allocation. We should now be able to reach the resource allocation target. Our discipline planning work shows that we ought to be able to generate over 6000 FTES, which is over our target. And we should be able to reach 435 in our productivity. Thanks to all for their work on this.</p> <table border="1" data-bbox="264 597 1696 959"> <thead> <tr> <th>Discipline</th> <th>22-23 Allocation</th> <th>23-24 Preliminary Allocation</th> <th>Revisions</th> <th>DP-FTEF</th> <th>DP-FTES</th> <th>Prod Avg</th> </tr> </thead> <tbody> <tr> <td>A&H</td> <td>127.95</td> <td>113.77</td> <td>113.77</td> <td>114.51</td> <td>1635.86</td> <td>443.5</td> </tr> <tr> <td>BSSL</td> <td>85.61</td> <td>68.73</td> <td>69.19</td> <td>69.38</td> <td>1158.46</td> <td>465.2</td> </tr> <tr> <td>PATH</td> <td>46.8</td> <td>42.53</td> <td>43.82</td> <td>45.62</td> <td>637.72</td> <td></td> </tr> <tr> <td>STEM</td> <td>171.33</td> <td>167.56</td> <td>166.92</td> <td>166.85</td> <td>2719.65</td> <td>461.2</td> </tr> <tr> <td>SS</td> <td>4.8</td> <td>4.6</td> <td>4.6</td> <td>4.6</td> <td></td> <td></td> </tr> <tr> <td>GRAND</td> <td></td> <td>397.19</td> <td>398.3</td> <td>400.96</td> <td>6151.70</td> <td></td> </tr> </tbody> </table>	Discipline	22-23 Allocation	23-24 Preliminary Allocation	Revisions	DP-FTEF	DP-FTES	Prod Avg	A&H	127.95	113.77	113.77	114.51	1635.86	443.5	BSSL	85.61	68.73	69.19	69.38	1158.46	465.2	PATH	46.8	42.53	43.82	45.62	637.72		STEM	171.33	167.56	166.92	166.85	2719.65	461.2	SS	4.8	4.6	4.6	4.6			GRAND		397.19	398.3	400.96	6151.70		
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6.	<p>Vote for Approval of Discipline Plans MSC: Committee approved with the idea that modifications will have to be made for CMST and KIN.</p>	<p>Approved Chopra/McElderry</p>																																																	
7.	<p>College-wide Convening: Strategic Enrollment Growth – March 10, 2023 Dr. Whalen/Dr. Wilson: This meeting will be several hours, inviting as many from the campus community as possible to help us put ideas on the table. We are still in the formative stages of creating an agenda for that day. We welcome contributions to the discussion today about the way this takes shape. Dr. Whalen shared some notes from her discussion with the deans on Wednesday: We want to start the day making sure the campus community knows that steps have been taken/we have started the process of enrollment growth; setting up a portion of time as a world café style where people migrate from table to table providing their input; we want it to appeal to everyone – sessions bring classified professionals to the conversation about enrollment management; making sure everyone can be there; we are open - not just info going out but what we can collect from attendees so we'll know where to make changes. Save the date: March 10!</p>																																																		

8.	<p>Good of the Order</p> <p>Dr. Orf: We run into every semester, contractually we are required to send out letters ahead of time (2 weeks) to let faculty know that classes are going to be cancelled. Can the letters be worded better to help faculty members understand (instead of just the contract language)? Dean McElderry sent out emails to his faculty explaining the process. Deans Mattern and Gagnon also shared some words on this topic.</p> <p>New mask mandate effective December 12: Masks required in all classrooms and public specialized areas on campus.</p>	None
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Meeting adjourned at 12:07pm

Next meeting: Friday, January 27