



CEMC Meeting Minutes

Friday, September 8, 2023 | 10:30am – 12:00pm | Room 1687 or Zoom

| LPC Mission Statement | LPC Planning Priorities | |
|--|---|---|
| <p>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.</p> | <p>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.</p> | <p>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.</p> |
| Chair (voting) | Deans (voting) | Faculty (voting) |
| <input checked="" type="checkbox"/> Heike Gecox, Co-chair <input checked="" type="checkbox"/> Nan Ho, Co-chair | <input checked="" type="checkbox"/> Stuart McElderry <input checked="" type="checkbox"/> Amy Mattern <input checked="" type="checkbox"/> Tamica Ward | <input checked="" type="checkbox"/> Jeremiah Bodnar <input checked="" type="checkbox"/> Rajeev Chopra <input type="checkbox"/> Craig Kutil <input checked="" type="checkbox"/> Rafael Valle <i>Attendance (Quorum = 5 voting members)</i> |
| Administrators (non-voting) | Administrators (non-voting) | Classified Professionals (non-voting) |
| <input type="checkbox"/> Dyrell Foster, President <input type="checkbox"/> Anette Raichbart <input checked="" type="checkbox"/> Jeanne Wilson <input checked="" type="checkbox"/> Rajinder Samra | <input checked="" type="checkbox"/> Kevin Kramer <input checked="" type="checkbox"/> Joel Gagnon <input checked="" type="checkbox"/> Thomas Orf | <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 | | |
| Ashley Young Theresa Rowland | David Reed | |

| Agenda Item | Information/Discussion | Action/Assigned To | | | | | | | | | | | | | | | | |
|-----------------------------------|--|-----------------------------------|---------------------------------|-------------|--------------|------------|-------------|------------------|------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|--------|--------|--|
| 1. | Call to Order Ms. Gecox called the meeting to order at 10:32a.m. | | | | | | | | | | | | | | | | | |
| 2. | Review & Approval of Agenda Agenda approved by the committee. Adding Amy Mattern as voting administrator, and Craig Kutil as a temporary replacement voting faculty for Sarah Thompson as she is on sabbatical. | Approved McElderry/Ward | | | | | | | | | | | | | | | | |
| 3. | Review & Approval of Minutes – August 25, 2023 Minutes approved by the committee. | Approved McElderry/Valle | | | | | | | | | | | | | | | | |
| 4. | Enrollment Updates Ms. Gecox reporting: For fall we are up by 13.15% which does not include census. We are definitely above our target for productivity which is good news. <table border="1" data-bbox="264 846 1682 1200" style="width: 100%; margin-top: 20px;"> <thead> <tr> <th style="text-align: left;"><u>Summer 23 as of 09/07/2023</u></th> <th style="text-align: left;"><u>Fall 23 as of 09/07/2023</u></th> </tr> </thead> <tbody> <tr> <td>FTES 703.54</td> <td>FTES 2716.24</td> </tr> <tr> <td>FTEF 44.76</td> <td>FTEF 179.49</td> </tr> <tr> <td>WSCH/FTEF 484.25</td> <td>WSCH/FTEF 471.19</td> </tr> <tr> <td>FTES/FTEF 15.72</td> <td>FTES/FTEF 15.13</td> </tr> <tr> <td>Fill rate 82.03%</td> <td>Fill rate 87.81%</td> </tr> <tr> <td># of Pri Sec 186</td> <td># of Pri Sec 721</td> </tr> <tr> <td>10.77%</td> <td>13.15%</td> </tr> </tbody> </table> | <u>Summer 23 as of 09/07/2023</u> | <u>Fall 23 as of 09/07/2023</u> | FTES 703.54 | FTES 2716.24 | FTEF 44.76 | FTEF 179.49 | WSCH/FTEF 484.25 | WSCH/FTEF 471.19 | FTES/FTEF 15.72 | FTES/FTEF 15.13 | Fill rate 82.03% | Fill rate 87.81% | # of Pri Sec 186 | # of Pri Sec 721 | 10.77% | 13.15% | |
| <u>Summer 23 as of 09/07/2023</u> | <u>Fall 23 as of 09/07/2023</u> | | | | | | | | | | | | | | | | | |
| FTES 703.54 | FTES 2716.24 | | | | | | | | | | | | | | | | | |
| FTEF 44.76 | FTEF 179.49 | | | | | | | | | | | | | | | | | |
| WSCH/FTEF 484.25 | WSCH/FTEF 471.19 | | | | | | | | | | | | | | | | | |
| FTES/FTEF 15.72 | FTES/FTEF 15.13 | | | | | | | | | | | | | | | | | |
| Fill rate 82.03% | Fill rate 87.81% | | | | | | | | | | | | | | | | | |
| # of Pri Sec 186 | # of Pri Sec 721 | | | | | | | | | | | | | | | | | |
| 10.77% | 13.15% | | | | | | | | | | | | | | | | | |
| 5. | Report from DEMC Ms. Gecox & VP Ho reporting. District projection spreadsheet was shared with the committee. VC Rowland sent three questions to use as to what we might consider or look at when planning for next year. | | | | | | | | | | | | | | | | | |

| | | |
|----|--|--|
| | <p>Questions: What are your projections for FTES across the next 3 years? What productivity is reasonable for each academic year? What data info are you using for these numbers? These will take us some time to discuss but we can at least start.</p> <p>The red numbers on the chart are projecting a 4 percent growth FY24-25 through FY27-28. Also Kristin Whitaker (our application services manager) did a presentation about the rollout of Ellucian Advise that will go live next week. There will be an open house on both campuses where we can look at info and ask questions. Also there was a discussion from David Reed about the counseling data dashboard.</p> | |
| 6. | <p>Multi-year projections for enrollment restoration planning</p> <p>The committee began discussing the first question from VC Rowland using the District’s target allocation sheet for 2023-24 as a starting point.</p> <p>Question 1: What are your projections for FTES across the 3 years? After discussion here are some preliminary target FTES projections from Dean McElderry: 2023 – 24: 5944 (well above our target) 2024 – 25: 6181 (4% growth) 2025 – 26: 6428 2026 – 27: 6685 2027 – 28: 6952 2028 – 29: 7230</p> <p>We can achieve our recovery much earlier if we can move the Sheriff’s Academy to Chabot’s target. In discussion about how to predict spring enrollment, data was used from four years (16-17, 17-18, 18-19, 19-20) that showed spring enrollment was 91 to 96 percent of all enrollment. The committee decided to use 93% to predict spring 2024 enrollment based on fall 2023.</p> | |
| 7. | <p>Fall enrollment trends</p> <p>Rajinder Samra shared fall enrollment data with the committee, credit FTES by week, for the last five falls, excluding the Sheriff’s Academy for spring 2019. The trend shows that we peaked near the end of the first week of the semester. Week four prior (before school starts) to the end of week one, we are sometimes gaining 25 FTES. After census we even out and at the final we are lower than we were at the peak. This is fairly consistent with some exceptions.</p> | |

| | | |
|-----|---|--|
| 8. | <p>Discipline Plans</p> <p>We need to come up with a tentative calendar for our discipline plans. It will depend on when DEMC sends out the allocations which usually happens in late November. Last year there was a fast timeline from October to December. A draft revised discipline plan template is underway. Some suggestions came in but were not yet incorporated in this draft version; also titles were not yet changed so those items will be edited. Send any suggestions to Ms. Gecox.</p> | |
| 9. | <p>SCFF and CEMC</p> <p>VP Ho: At the last meeting we talked about different SCFF metrics. Mr. Samra helped pulled some data. Our high school students are at a different apportionment level: 15% in summer; 4% in fall and spring. We're increasing our SCFF literacy and our ability to inquire about what metrics we can move.</p> | |
| 10. | <p>Good of the Order</p> <p>none</p> | |

Meeting adjourned at 11:57am

Next meeting: September 22, 2023