



# CEMC Meeting Minutes

Friday, September 22, 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<br><input checked="" type="checkbox"/> Nan Ho, Co-chair  | <input checked="" type="checkbox"/> Stuart McElderry<br><input checked="" type="checkbox"/> Amy Mattern<br><input checked="" type="checkbox"/> Tamica Ward  | <input checked="" type="checkbox"/> Jeremiah Bodnar<br><input checked="" type="checkbox"/> Rajeev Chopra<br><input checked="" type="checkbox"/> Craig Kutil<br><input type="checkbox"/> Rafael Valle<br><i>Attendance (Quorum = 5 voting members)</i> |
| Administrators (non-voting)  | Administrators (non-voting)   | Classified Professionals (non-voting)   |
| <input type="checkbox"/> Dyrell Foster, President<br><input checked="" type="checkbox"/> Anette Raichbart<br><input checked="" type="checkbox"/> Jeanne Wilson<br><input checked="" type="checkbox"/> Rajinder Samra                                     | <input checked="" type="checkbox"/> Kevin Kramer<br><input type="checkbox"/> Joel Gagnon<br><input checked="" type="checkbox"/> Thomas Orf  | <input checked="" type="checkbox"/> Carolyn Scott<br><input checked="" type="checkbox"/> Andrea Migliaccio  |
| Academic Senate (non-voting)   | Classified Senate (2) - (non-voting)  | Student Senate (2) - (non-voting)   |
| <input type="checkbox"/><br><input type="checkbox"/>   | <input checked="" type="checkbox"/> Aubrie Ross<br><input type="checkbox"/>   | <input type="checkbox"/><br><input type="checkbox"/>  |
| Guests   |   |   |
| Ashley Young<br>Theresa Fleisher Rowland   |   |   |

| Agenda Item                             | Information/Discussion   | Action/Assigned To                      |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
|---|--|---|---------------------------------|-------------|--------------|------------|-------------|------------------|------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|--------|--------|--|
| 1.                                      | <b>Call to Order</b><br>Ms. Gecox called the meeting to order at 10:32a.m.   |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| 2.                                      | <b>Review &amp; Approval of Agenda</b><br>Agenda approved by the committee.  | Approved<br>Kutil/Bodnar                |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| 3.                                      | <b>Review &amp; Approval of Minutes – September 8, 2023</b><br>Minutes approved by the committee adding language submitted by VP Ho.   | Approved<br>Kutil/Mattern               |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| 4.                                      | <b>Enrollment Updates</b><br>Ms. Gecox reporting: This report is past census and our numbers did not drop. Happy to see this.<br>Rajinder Samra provided some interesting data regarding Chabot’s numbers which led to a robust discussion. <table border="1" data-bbox="264 808 1680 1162" style="width: 100%; margin-top: 20px;"> <thead> <tr> <th style="text-align: left;"><u>Summer 23 as of 09/18/2023 Final</u></th> <th style="text-align: left;"><u>Fall 23 as of 09/18/2023</u></th> </tr> </thead> <tbody> <tr> <td>FTES 703.54</td> <td>FTES 2682.24</td> </tr> <tr> <td>FTEF 44.76</td> <td>FTEF 179.83</td> </tr> <tr> <td>WSCH/FTEF 484.25</td> <td>WSCH/FTEF 463.67</td> </tr> <tr> <td>FTES/FTEF 15.72</td> <td>FTES/FTEF 14.92</td> </tr> <tr> <td>Fill rate 82.03%</td> <td>Fill rate 86.73%</td> </tr> <tr> <td># of Pri Sec 186</td> <td># of Pri Sec 727</td> </tr> <tr> <td>10.77%</td> <td>15.08%</td> </tr> </tbody> </table> | <u>Summer 23 as of 09/18/2023 Final</u> | <u>Fall 23 as of 09/18/2023</u> | FTES 703.54 | FTES 2682.24 | FTEF 44.76 | FTEF 179.83 | WSCH/FTEF 484.25 | WSCH/FTEF 463.67 | FTES/FTEF 15.72 | FTES/FTEF 14.92 | Fill rate 82.03% | Fill rate 86.73% | # of Pri Sec 186 | # of Pri Sec 727 | 10.77% | 15.08% |  |
| <u>Summer 23 as of 09/18/2023 Final</u> | <u>Fall 23 as of 09/18/2023</u>  |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| FTES 703.54                             | FTES 2682.24   |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| FTEF 44.76                              | FTEF 179.83  |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| WSCH/FTEF 484.25                        | WSCH/FTEF 463.67   |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| FTES/FTEF 15.72                         | FTES/FTEF 14.92  |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| Fill rate 82.03%                        | Fill rate 86.73%   |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| # of Pri Sec 186                        | # of Pri Sec 727   |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| 10.77%                                  | 15.08%   |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |
| 5.                                      | <b>Report from CEMC/DEMC Strategy Meeting</b><br>Ms. Gecox provided an update from last week’s meeting with VC Fletcher Rowland; the two VPs of academic services from each college (Dean McElderry filled in for LPC), and the faculty association representatives were present. There was discussion of splitting extra FTEF (25-30, not sure where the numbers came from). VC Rowland asked that justifications from each college be submitted to her within the next two weeks. We’ve  |   |                                 |             |              |            |             |                  |                  |                 |                 |                  |                  |                  |                  |        |        |  |

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|-----------|--|--|
|           | <p>crunched our numbers and can justify why we can use the extra FTEF. This will be discussed more in agenda item 6. There was a suggestion that this committee meet on October 6, in lieu of DEMC to work on our strategy. It should have been posed as a question (on the agenda) to see if we wanted to meet. It won't change our regular CEMC meeting on October 13.</p>   |  |
| <p>6.</p> | <p><b>Spring FTEF ask for District</b><br/> VP Ho reporting: We made a collaborative effort to try to find a way to predict our spring enrollment. From those efforts came the "Spring 2024 Enrollment Management" document which was shared with the committee. VP Ho explained the information on the document in detail. This will be the basis of the foundation that we will send to the vice chancellor.</p> <p>Total possible 402.32; 449.85 if cross-listed. We will need to discuss how we will fund the 449 since our allocation target from DEMC is 400.1.</p> <p>The deans also made comments regarding the work from their areas.</p> <p>It's this committee's decision to review and weigh in on this strategy. We have three choices:</p> <ol style="list-style-type: none"> <li>1. No change and bank on having cancellations.</li> <li>2. Put on all of spring (don't know the number yet).</li> <li>3. Put on spring as it is in our discipline plans and ask for more.</li> </ol> <p>After discussion the committee made a decision.<br/> MSC: Ask the District for the third choice, 14 FTEF with backfill for up to an additional 10 FTEF (Chopra/Mattern); committee approved.</p> <p>VP Ho will take this decision to Executive Staff (it might be modified there), then to DEMC.<br/> We will not need the additional time to meet on October 6.</p> |  |
| <p>7.</p> | <p><b>Multi-year projections for enrollment restoration planning (continued)</b><br/> <i>Tabled</i></p>  |  |
| <p>8.</p> | <p><b>SCFF and CEMC</b></p> <ul style="list-style-type: none"> <li>• <b>How does CEMC incorporate SCFF metrics into CEMC work (continued)</b></li> </ul> <p><i>Tabled</i></p>  |  |

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| 9. | <b>Good of the Order</b><br>Thanks for the hard work! |  |
|----|---|--|

**Meeting adjourned at 11:57am**

**Next meeting: October 13, 2023**