



# CEMC Meeting Minutes

Friday, October 27, 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 checked="" type="checkbox"/> Craig Kutil <input 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 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 (non-voting)	Classified Senate (2) - (non-voting)	Student Senate (2) - (non-voting)
<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> Aubrie Ross <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Guests		
<input checked="" type="checkbox"/> Ashley Young <input checked="" type="checkbox"/> Theresa Fleischer Rowland		

Agenda Item	Information/Discussion	Action/Assigned To																
1.	<b>Call to Order</b> Ms. Gecox called the meeting to order at 10:33a.m.																	
2.	<b>Review &amp; Approval of Agenda</b> Agenda approved by the committee.	Approved McElderry/Kutil																
3.	<b>Review &amp; Approval of Minutes – October 13, 2023</b> Minutes approved by the committee.	Approved Kutil/Ho																
4.	<b>Enrollment Updates</b> Ms. Gecox reporting: These numbers match up pretty good with the dashboard sent out. We had a slight increase in FTES and it might be due to late start classes. These classes have been quite robust as well as the waitlists. <table border="1" data-bbox="264 846 1682 1200" style="margin-top: 10px;"> <thead> <tr> <th data-bbox="264 846 972 878"><u>Fall 23 as of 10/25/2023</u></th> <th data-bbox="972 846 1682 878"></th> </tr> </thead> <tbody> <tr> <td data-bbox="264 878 972 911">FTES 2689.73</td> <td data-bbox="972 878 1682 911"></td> </tr> <tr> <td data-bbox="264 911 972 943">FTEF 182.65</td> <td data-bbox="972 911 1682 943"></td> </tr> <tr> <td data-bbox="264 943 972 976">WSCH/FTEF 456.17</td> <td data-bbox="972 943 1682 976"></td> </tr> <tr> <td data-bbox="264 976 972 1008">FTES/FTEF 14.73</td> <td data-bbox="972 976 1682 1008"></td> </tr> <tr> <td data-bbox="264 1008 972 1040">Fill rate 86.43%</td> <td data-bbox="972 1008 1682 1040"></td> </tr> <tr> <td data-bbox="264 1040 972 1073"># of Pri Sec 730</td> <td data-bbox="972 1040 1682 1073"></td> </tr> <tr> <td data-bbox="264 1073 972 1105">14.74%</td> <td data-bbox="972 1073 1682 1105"></td> </tr> </tbody> </table>	<u>Fall 23 as of 10/25/2023</u>		FTES 2689.73		FTEF 182.65		WSCH/FTEF 456.17		FTES/FTEF 14.73		Fill rate 86.43%		# of Pri Sec 730		14.74%		
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5.	<b>Report from CEMC/DEMC Strategy Meeting</b> Ms. Gecox & VP Ho reporting: We met yesterday with VC Fleischer Rowland to come up with projections for 2024/25 allocations. The revised calculation tool (ugly sheet) was shared. So what’s now being proposed is for LPC to have a 6517 FTES and 429.6 FTEF target, and Chabot to have a 9755 FTES and 661.8 FTEF target, with																	

	<p>470 as the productivity. This reflects a true 60/40 split. Chabot proposed that the Sheriff's Academy be part of their allocation. The calculation tool (ugly sheet) does not seem to be able to represent a true 60/40 allocation split. We had a long discussion about that. There was a proposal to give the form an overhaul in the spring.</p>	
6.	<p><b>Discussion about FTEF &amp; FTEF Targets</b>  The committee had many questions based on the information received. There was discussion about the form and its flaws.</p>	
7.	<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>We'll continue working on this.</i></p> <p>Ms. Gecox: We have had training on CRM Advise. It's a shared tool that the counselors have access to. With it you can customize the dashboard to supply data needed. Using it, for example, we could review data regarding students enrolled in a student education plan (SEP). So this can be a good tool to use.</p> <p>The committee discussed the DEMC dashboard that is sent out weekly from the District.</p>	
8.	<p><b>Next CEMC Meetings</b>  The two next scheduled meetings fall on holidays (Veterans Day and Thanksgiving break). So we need to decide on an alternate date to meet.</p> <p>The committee agreed to meet the third Friday, November 17 at 9:00am since the scheduled CEMC/DEMC strategy meeting was cancelled.</p>	
8.	<p><b>Good of the Order</b>  Ms. Gecox: There is a suggestion to go back to having this meeting online.</p> <p>Committee members commented: It makes sense; it is easier to hear, see, and share documents; some people work remotely on Fridays; this would give more flexibility.</p> <p>No one was opposed (all were in favor) of moving back to an online meeting. This is the plan moving forward.</p> <p>VP Ho: At our last CEMC we had a 424 FTEF estimate. Now we are at 429.6. This is wonderful! We know that this did cause the president and senior leadership to understand the impact of where the funding is going to come from. So that may affect hiring positions. Keep thus in mind as we move forward.</p>	

**Meeting adjourned at 12:00pm**

**Next meeting: Friday, November 17 at 9:00am**