



CEMC Meeting Minutes

Friday, September 26, 2025 | 10:30am – 12:00pm | via Zoom

LPC Mission Statement	LPC Planning Priorities 2025		
<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>Affirm LPC's unwavering commitment to equity by deepening campus-wide engagement, enhancing professional development, embedding equity-minded practices in decision-making, assessment, and accountability processes; and building capacity to resolve inequities.</p>	<p>Increase student success and completion through sustainable college practices, processes, academic support, removal of barriers, and focused professional development.</p>	<p>Establish a knowledge base and appreciation for health and wellness in the workplace; create a sense of urgency about wellness; prioritize wellness in decision-making, assessment and accountability; and build capacity to support wellness.</p>
Chair (voting)	Administrators (voting)	Faculty (voting)	
<input checked="" type="checkbox"/> David Powers, Co-chair <input checked="" type="checkbox"/> Nan Ho, Co-chair	<input checked="" type="checkbox"/> Paula Checchi <input checked="" type="checkbox"/> Amy Mattern <input checked="" type="checkbox"/> Tamica Ward	<input checked="" type="checkbox"/> Jeremiah Bodnar <input type="checkbox"/> Rajeev Chopra <input type="checkbox"/> Craig Kutil <input checked="" type="checkbox"/> Christina Lee <p style="text-align: right;"><i>Attendance (Quorum = 5 voting members)</i></p>	
Administrators (non-voting)	Administrators (non-voting)	Classified Professionals (non-voting)	
<input checked="" type="checkbox"/> Dyrell Foster, President <input checked="" type="checkbox"/> Sean Brooks <input type="checkbox"/> Jeanne Wilson <input checked="" type="checkbox"/> Rajinder Samra	<input checked="" type="checkbox"/> Michael McQuiston <input checked="" type="checkbox"/> Joel Gagnon <input checked="" type="checkbox"/> Michelle Simotas	<input checked="" type="checkbox"/> Carolyn Scott <input checked="" type="checkbox"/> Andrea Migliaccio <input checked="" type="checkbox"/> Ashley Hart	
Academic Senate (non-voting)	Classified Senate (2) - (non-voting)	Student Senate (2) - (non-voting)	
<input checked="" type="checkbox"/> Ashley McHale <input checked="" type="checkbox"/> Ashley Young	<input type="checkbox"/> Aubrie Ross	<input checked="" type="checkbox"/> Shruthi Pradeep	
Guests	Guests		
<p>Heike Gecox</p>			

Agenda Item	Information/Discussion	Action/Assigned To
1.	<p>Call to Order The meeting was called to order at 10:32am</p>	
2.	<p>Review and Approval of Agenda Agenda approved by the committee, with one addition: Winter Intersession.</p>	Approved Bodnar/Ward
3.	<p>Review and Approval of Minutes – August 22, 2025 Minutes were approved by the committee.</p>	Approved Bodnar/Ward
4.	<p>Enrollment Updates Prof. Powers: The CEMC report was sent out earlier this week. It was shared with College Council yesterday. Our numbers look great. We're up close to 5% from this time last year. And with a 94% fill rate everything is looking really good.</p> <p>VP Ho: There's a slight difference from the DEMC report (about a half percent) this time; we don't normally see that. We haven't figured it out yet. And to add, we had some non-credit numbers that were off from everything else, and the reason that is probably happening is that we have courses that are mirrored credit, non-credit, and when the load goes onto the credit version, then the non-credit doesn't appear to coast anything in terms of full-time equivalent faculty, so it make productivity go sky high. We brought this up to DEMC, so it's nothing wrong with our data; we just decided to put load onto credit courses.</p> <p>Director Samra believes the reason for the discrepancy between the FTES reported by the DEMC and David's numbers (for CEMC) is because "the DEMC FTES and related figures represent the final numbers for Fall 2023 and Fall 2024, and the week 5 numbers for Fall 2025. David's numbers, which are correct, reflect week 5 into the semester for all three terms."</p>	

	<p><u>Sum 25 as of 09/22/2025</u> FTES 861.31 FTEF 51.5 WSCH/FTEF 511.78 FTES/FTEF 16.73 Fill rate 90.59% # of Pri Sec 209 20.84%</p>	<p><u>Fall 25 as of 09/22/2025</u> FTES 3140.46 FTEF 197.12 WSCH/FTEF 493.38 FTES/FTEF 15.93 Fill rate 94.05% # of Pri Sec 796 4.88%</p>		
5.	<p>Report from DEMC/CEMC VP Ho and Prof. Powers attended the planning meeting. There’s another DEMC meeting next week. The thought is that we probably won’t have our allocations for each college until the November meeting. We’ll look at enrollment at the end of September. We’ll also get data from the state in terms of all of our various SCFF metrics. We should be able to update everyone a little more at our next CEMC meeting.</p>			
6.	<p>Winter Intersession VP Ho – We can have open space here for conversations around winter intersession. The deans have confirmed our offerings for winter and we’ll be creating marketing materials. VP Ho shared a draft spreadsheet of courses that are to be on the winter schedule. It has been shared with College Council as well. It’s about 30+ primary sessions; around 43 total sessions. These sessions are not coming from our allocation for this year. It’s being paid by one-time funding coming from the district.</p>			
7.	<p>Discipline Plans</p> <ul style="list-style-type: none"> • Overview of Discipline Plan Process • Draft revised discipline plan template <p>The chairs are making subtle changes to plan template; nothing major, and drafted a timeline. VP Ho explained the discipline plan process since we have new people on the committee.</p> <p><u>Tentative Schedule 2025-2026</u> Wednesday, Nov. 19: CEMC chairs speak with deans about allocation changes Nov. 20 – 26: David to meet with deans Friday, Nov. 21: CEMC meeting</p>			

	<p>Monday, Dec. 8: Deans send final request to CEMC chairs Tuesday, Dec. 9: CEMC chairs review allocations Wednesday, Dec. 10: CEMC chairs send allocation revisions to deans Friday, Dec. 12: CEMC meeting, deans present allocations, committee approves allocations Tuesday, Feb. 3 (<i>likely to change to January</i>): Discipline plans due to deans Tuesday, Feb. 10: Discipline plans due to CEMC chairs Feb. 11 – 12, 17 – 19: CEMC chairs review discipline plans Friday, Feb. 20 or 27???: CEMC meeting, deans present discipline plans, committee approves discipline plans</p>	
8.	<p>Good of the Order Dean Gagnon: The Student Services dashboard is still being developed; we continue to partner with district on this work; there's not much to update right now.</p> <p>Shruthi Pradeep, Senator from LPCSG introduced herself and was welcomed by the committee.</p> <p>Prof. Powers thanked those who submitted a flex day proposal.</p>	

Meeting adjourned at 11:03 a.m.

Next meeting: October 10, 2025