

LOS ANGELES  
HARBOR COLLEGE  
ANNUAL REPORT



2001-2003



## Mission Statement

The mission of Los Angeles Harbor College is to provide comprehensive programs that meet the educational needs of students and are appropriate and useful to the community we serve, including:

- Academic Programs
- Vocational and Workforce Preparation
- Basic Skills Instruction
- English As A Second Language
- Customized Corporate Training
- Adult Noncredit Courses for Lifelong Learning
- Contract Education
- Community Services
- Support Services

An essential aspect of the mission for the community we serve is to advance economic growth and global competitiveness through education, training and services that contribute to continuous workforce improvement.

We are committed to student learning in a supportive educational environment that recognizes the uniqueness of individuals and provides a center for the cultural enrichment of the community.

PRESIDENT  
DR. LINDA SPINK

## President's Message



We are very pleased to present this inaugural Los Angeles Harbor College Annual Report to let the community know about all the exciting things that the College is experiencing. We want you to know that, in spite of severe financial restraints, Harbor College is thriving and buoyed by numerous evidences of progress and advancement, and the future is bright, indeed.

The passage of Proposition A in 2001 by the voters of Los Angeles has provided the college with \$124 million to construct new buildings, modernize others and make many needed improvements worthy of a first-class college.

We have made a major commitment to implementing strategic planning in establishing and accomplishing goals and direction for the College. As mentioned in this Annual Report, the College has developed a Five-Year Facilities Master Plan and a 30-Year Vision to guide us in effectively utilizing funds made available through Proposition A and other sources. This report also mentions other effective strategic planning documents that have been produced to guide and direct the College's efforts to improve the way we serve our students and the community.

As you read through this report, you will find out about our vision, values and goals as an institution of higher learning that has been an integral part of this community for more than half a century, and learn about some of the ways in which we have accomplished the goals we have set.

Thank you for your interest in, and support of, Los Angeles Harbor College. We look forward to continuing to work with you to make the College an even more vital part of the community.

# Harbor College

## Instructional Programs and Student Success

A.A./A.S. Degree Programs	96
Certificate Programs	41
Degrees Awarded, June 2002	523
Top Majors:	
Liberal Arts	415
Health Sciences	48
Family & Consumer Sciences	20
Transfer Rate, 1998*	30.5%
Completion Rate, 1998*	17.1%

\* Most recent data available from State Chancellor's Office



Father-daughter Nursing graduates Etna Jimenez and Felix Jimenez with Division Chair, Wendy Hollis.

## Student Profile

Total Enrollment	8,855
Women	61%
Men	39%
Full-time students	24%
Part-time students	76%
Age 19 and Under	22%
Over 19	31%
Average student age	26 years

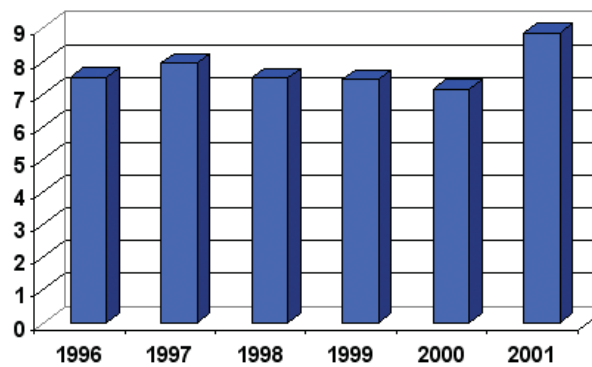
## Personnel Profile

Administrators	12
Full-Time Faculty	115
Part-Time Faculty	205
Classified Staff	132

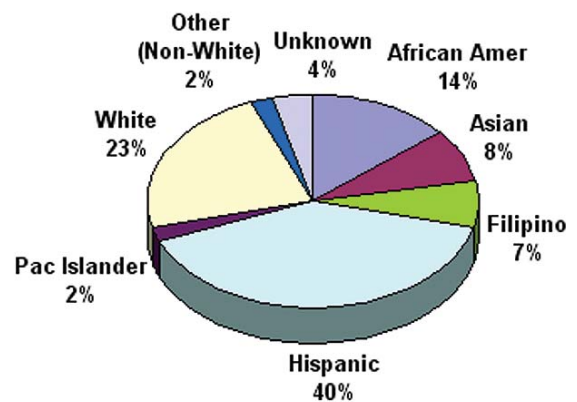


# At a Glance

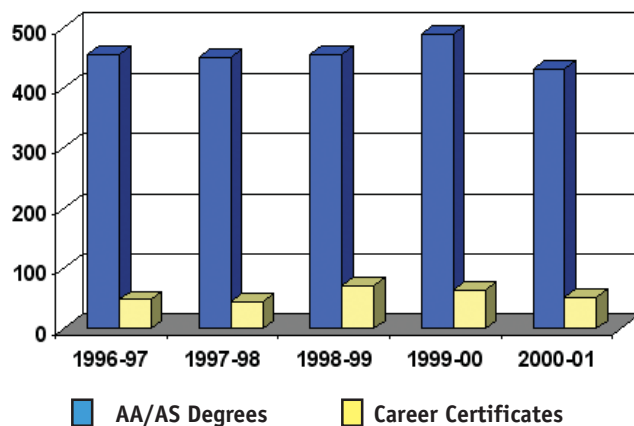
## Enrollment



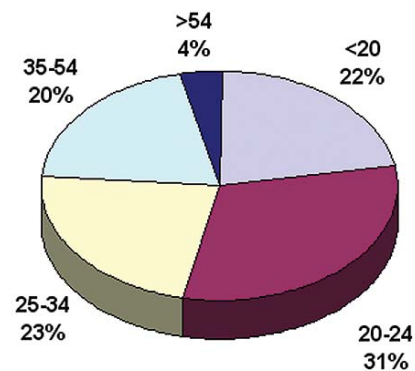
## Ethnicity Fall 2001



## Degrees & Certificates Awarded



## Age Fall 2001



# Toward The Future

## Our Vision

**A personalized, student-centered learning environment dedicated to preparing residents of our community for life's challenges and opportunities.**

## Our Values

**Student Success • Excellence • Integrity**

**A Supportive Environment • Personal and Institutional Accountability**

## Our Goals

### **1. Student Success**

To provide a positive and respectful environment that fosters educational and personal achievement.

### **2. Instructional Programs**

To offer innovative, state-of-the-art, student-focused, quality instruction in all Harbor College programs to promote effective learning.

### **3. Governance**

To maintain an environment in which students and all College personnel have a voice and an opportunity to effectively participate in governance.

### **4. Financial Management**

To optimize and be accountable for the responsible use of all financial resources to meet strategic planning goals.

### **5. Partnerships**

To collaborate with local and global communities and organizations to enhance opportunities that are beneficial to students, and to the College and its mission.

### **6. Physical Environment**

To provide and ensure an aesthetically pleasing, safe and healthful physical environment conducive to learning and working.

### **7. Human Resources and Development**

To ensure a campus community that promotes and encourages a climate of mutual respect, personal and professional growth, and effective communication and teamwork.

2001 - 2004



# Goals, Strategies & Outcomes

# Student Success

## Goal 1 - Student Success

*To provide a positive and respectful environment that fosters educational and personal achievement.*

### Strategies:

- I.1 Promote awareness of, and response to, students' needs.
- I.2 Provide students with opportunities to develop informed decisions toward the achievement of their goals.
- I.3 Develop and support teaching/learning strategies and student services that promote student success.

### Outcomes:

- In 1998, the most recent year for which statistics are available, Harbor College presented 10.7% of the degrees awarded by colleges in the Los Angeles Community College District; it was the second highest percentage in the nine-college District. That year, 62% of our graduates were either Hispanic, African American or Asian.
- A committee formed to look at several aspects of the College's scheduling of classes made recommendations resulting in the implementation of several significant improvements regarding course offerings.
- Harbor College, along with the other colleges in the District, entered into an articulation agreement with nine historically black colleges and universities in the state of Georgia, assuring that classes completed here will be accepted at the Georgia institutions. Harbor College's participation in the project, which was featured in an article in the Daily Breeze newspaper, is continuing and is on track to expand to other states.
- The College continued conducting a class, College Survival Skills, at the Beacon House men's recovery facility in San Pedro. The course, which was featured in an article in Random Lengths newspaper, has been very successful. Most of the students who enroll in the class go on to become full-time students at the College.
- Many improvements were made in Matriculation, the process of working with students to ensure successful completion of their educational goals and objectives. The College Matriculation office initiated such innovations as a new Handbook and Planner to give to each student; a College Success Factor Index program for students at risk, on academic or progress probation; and computerization of some placement tests. The office also reinstated the dormant Matriculation Challenge and Grievance policy.

# Instruction

## Goal 2 - Instructional Programs

*To offer innovative, state-of-the-art, student-focused, quality instruction in all Harbor College programs to promote effective learning.*

### Strategies:

- 2.1 Develop an Educational Master Plan that addresses emerging and ongoing instructional priorities.
- 2.2 Use program review as a means to evaluate the relevance, content and methodology of instructional programs and adjust, revise and develop accordingly.
- 2.3 Ensure a technological infrastructure that supports academic and administrative needs and functions.
- 2.4 Promote teaching excellence and innovation that result in an effective teaching/learning environment.
- 2.5 Provide sufficient staff, supplies, space and equipment for an optimal teaching/learning environment.

### Outcomes:

- The Educational Master Plan, which includes projected budgetary needs, was completed.
- Student enrollment was up 25% in 2001-02; the number of full-time equivalent students was up 15%.
- There was a marked increase in the number of students being tutored.
- During the past year, the College took a very close look at all aspects of the Intercollegiate Athletics program, and conducted a major self-study of Athletics.
- Courses were developed in International Trade and Global Logistics as part of the Business Division. The courses were approved and scheduled for implementation in the 2002 Fall Semester.



Students make good use of the many computer labs on campus

Below:  
Students participate in a round-table discussion group



# Goals, Strategies & Outcomes

## Goal 2 Outcomes *continued*:

- Courses in Culinary Arts were developed and approved. A new discretionary grant approved by the Governor includes funds for curriculum development and faculty for Culinary Arts.
- The Administration of Justice (AJ) program restructured many of its courses so they can be offered in one-unit modules as part of a career ladder for local security companies. The College has received several grants to enable AJ faculty to provide such training for the companies. The AJ program resumed its training of sworn officers at Los Angeles International Airport.
- The College reinstated Advisory Committees for each Vocational Education program, with each committee meeting at least one time during the year.
- Thanks to an \$800,000 federal grant, the College began the process of upgrading and expanding its cable television facility, which will enable the College to revive its long-dormant television production curriculum, develop a Distance Learning program and greatly improve its community outreach efforts.
- The College's Technology Division secured the donation of a CNC machine for the computer-assisted design engineering program offered by the division. The machine, donated by Ace Clearwater company of Harbor City and valued at more than \$100,000, makes it possible for students in the program to produce machinery parts from student-created images. Those parts can be produced for sale, with the proceeds going back into the program for equipment and supplies purchases. The very welcome addition greatly enhances the ability of the program to enable students—including those already working—to develop or upgrade needed workforce skills.
- For the ninth year, Harbor College was able to effectively apply a federally funded TRIO/Student Support Services grant in assisting students with disabilities through the Academic Success Action Plan (ASAP). The project's goals are to increase the retention, graduation and transfer rates of eligible students through counseling, workshops, instruction, mentoring, tutorial assistance and other direct services. Among the project goals met or exceeded during the past year: 86% of participants achieved good standing academically, 77.6% continued their studies at the College and 13.7% graduated or transferred to another institution. Additionally, 64 project participants received additional financial aid as a result of a new grant awarded to the College.
- The College completed a proposed Program Review process designed to ensure the effectiveness and advancement of each College program. The Program Review Model will be presented for approval by appropriate College entities.

# Governance

## Goal 3 - Governance

*To maintain an environment in which students and all college personnel have a voice and an opportunity to effectively participate in governance.*

### Strategies:

- 3.1 Involve all governance bodies in the development and implementation of the strategic plan.
- 3.2 Establish an open system of communication that supports timely decision-making.
- 3.3 Ensure accountability in decision-making processes and implementation.
- 3.4 Ensure compliance with required rules, regulations and policies.



Dr. Mark Drummond, District Chancellor, and Harbor College student Mary Ramos, Student Trustee on the District Board.

### Outcomes:

- A new Shared Governance model for the College was approved by all College constituencies and was in operation during the 2001-02 academic year; it was to be evaluated at the completion of the year. Much of the work that was accomplished under the new model dealt with implementation of Proposition A funds and development of a Facilities Master Plan for the College.
- The Planning Action Council, charged with carrying out the Shared Governance model, met on a regular basis, which facilitated communication on campus along with the weekly College Bulletin, an improved and greatly amplified College Web Site, and regular meetings between the College President and the Academic Senate President and campus union representatives.
- A Planning Policy Procedure Manual was completed, approved by the Academic Senate and presented to the Planning Action Council.
- A Strategic Plan for the College was completed and distributed. The Plan includes institutional goals and key performance indicators; establishes the College's mission; and defines its goals, values and vision.

# Finances

## Goal 4 - Financial Management

*To optimize and be accountable for the responsible use of all financial resources to meet strategic planning goals.*

### Strategies:

- 4.1 Align budgeting and planning so that all expenditures are connected to the Educational Master Plan.
- 4.2 Develop and maintain a budgeting process that is understandable, accessible and accountable to all members of the College community.
- 4.3 Develop alternative strategies to increase revenue for the College.



### Outcomes:

- The College purchased new software called QBuilder which enables the College to place all planning and budgeting documents online and fully linked to each other. The new software was installed on the College online server.
- All College planning units established their projected budgetary needs.
- An external Budget Analysis study was completed by the PricewaterhouseCoopers firm, and an internal analysis was done for comparison and efficiency recommendations.

# Partnerships

## Goal 5 - Partnerships

*To collaborate with local and global communities and organizations to enhance opportunities that are beneficial to students and to the College, and its mission.*

### Strategies:

- 5.1 Identify and implement partnerships that support the Educational Master Plan.
- 5.2 Communicate and coordinate College resources for initiating effective partnerships.

### Outcomes:

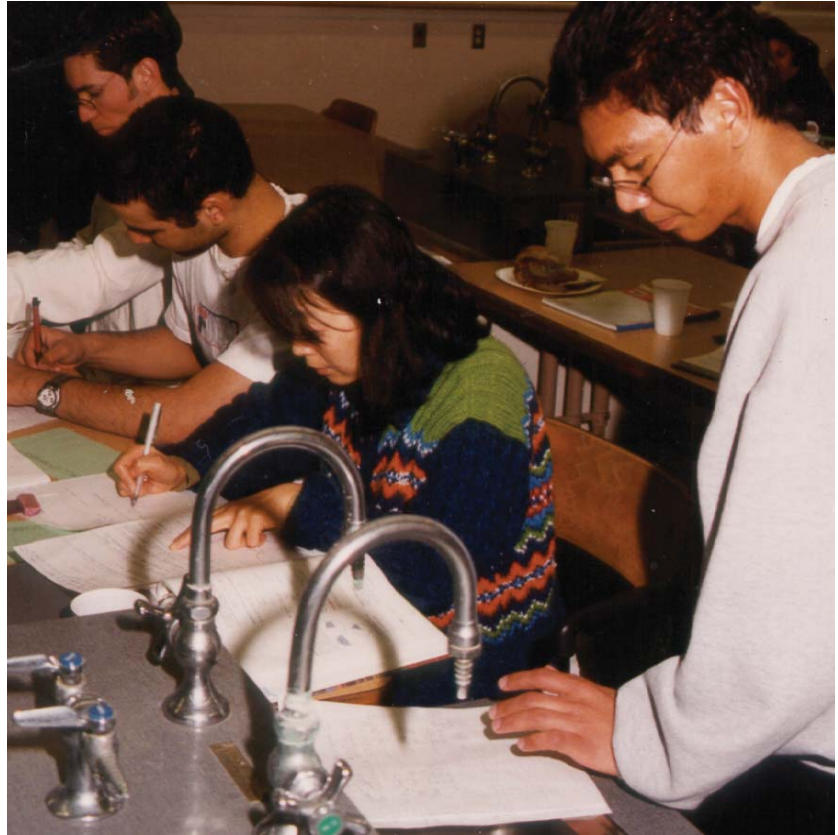
- From discussions with the local Torrance Memorial Medical Center, the College began to explore the possibility of developing educational programs in areas such as ultrasound technology in which the hospital is experiencing staffing shortages. Additionally, the College's Nursing Division continued to work with the Los Angeles Fire Department in the development of a paramedic program.
- The College forged stronger linkages with the Los Angeles Unified School District, most especially with local District K of the LAUSD system.
- Harbor College and local California State University Dominguez Hills reached a Memorandum of Understanding in which students in the College's elementary education program will be guaranteed admission to the University's program.
- The College continued its success in seeking grants for improvements in various campus programs. New economic development and grant initiatives in the past 18 months totaled more than \$3 million.
- Many College administrators served as active members of community organizations.
- Harbor College finalized an agreement with Los Angeles Unified School District and California State University Dominguez Hills for the College to be the host site for a unique new high school beginning in the 2002 Fall Semester. The new Middle College High School will be a specialized high school functioning as a teacher training academy for students with an interest in becoming teachers. The MCHS students will take both high school and college classes, earning at least 48 hours of college credit by the time they receive their high school diplomas. The students will then complete the requirements for an associate degree before transferring, with priority admission, to the CSUDH teaching program.



# Goals, Strategies & Outcomes

## Goal 5 Outcomes *continued*:

- Harbor College, which has provided college courses on local high school campuses for a number of years, expanded the successful Outreach program this past year to comprise 40 classes at six area high schools. The classes, taught by College faculty in the late afternoon for high school students and interested adults, include the subjects of administration of justice, art, computer-assisted drafting, electronics, humanities, music, physical sciences and social sciences.
- Many local high school students participated in the College's F.I.R.E. (Fire Instruction, Recruitment and Education) academy, an intensive 7-Saturdays Fire Academy program in which the young students work with firefighters from the Los Angeles Fire Department to learn to operate as an engine company, learning and gaining skills in many aspects of firefighting. The LAFD provides a fire engine and firefighting gear and equipment for the students' hands-on training, which is based on the LAFD firefighter training program. One of the primary purposes of the program is to motivate participating students to go on to college after high school graduation.
- Thanks to a cooperative arrangement between the College and the Los Angeles Department of Recreation and Parks, students in a College landscaping program put their knowledge and skills to use replanting areas around historic Banning Residence Museum in Wilmington as part of an ambitious effort to restore the grounds to their former beauty.



# Environment

## Goal 6 - Physical Environment

*To provide and ensure an aesthetically pleasing, safe and healthful physical environment conducive to learning and working.*



## Strategies:

- 6.1 Identify the College facilities and equipment needs and develop a plan to address those needs.
- 6.2 Update facilities and equipment to support current and future College functions.
- 6.3 Create a College-wide commitment to the care of the campus.

## Outcomes:

- During 2001-02, the College completed a Five-Year Facilities Master Plan and a 30-year Vision for the College with the assistance of a professional consultant firm. The Master Plan was developed with considerable input from civic agencies and from individuals on- and off-campus through a series of open meetings.
- Dramatic progress was made in launching the implementation of the landmark rehabilitation of the College's campus that has served so many students so well for more than half a century. The newly developed Facilities Master Plan will serve as a guide to proper and efficient use of the \$124 million allocated to Harbor College as its share of the \$1.2 billion Proposition A bond issue approved by the voters.
- While the requisite groundwork is being laid for major upgrades and modernization of the campus, the College utilized part of Proposition A funds to purchase a number of very attractive and utilitarian cement benches, tables, bike racks and trash receptacles placed throughout campus. The items have added much to the appearance and serviceability of the College.

# Human Resources

## Goal 7 - Human Resources and Development

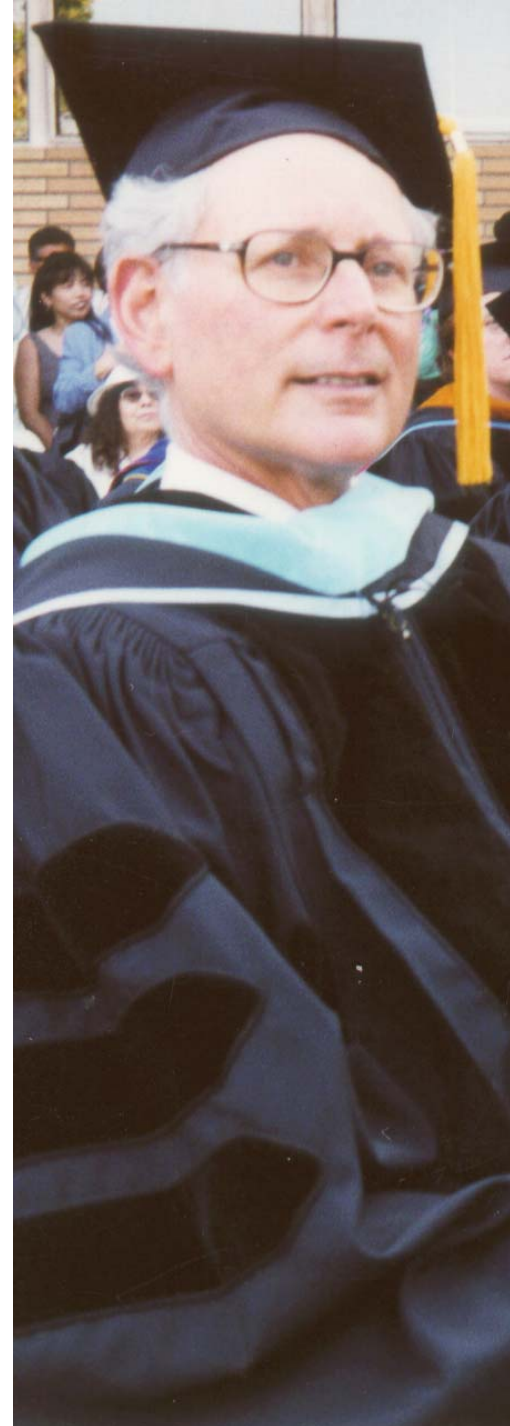
*To ensure a campus community that promotes and encourages a climate of mutual respect, personal and professional growth, effective communication and teamwork.*

### Strategies:

- 7.1 Establish an effective College communication system.
- 7.2 Support and implement a staff development plan that maximizes human resources.
- 7.3 Value and recognize contributions that benefit the College community.
- 7.4 Provide sufficient staff for efficient operation of a comprehensive college.

### Outcomes:

The College initiated the SPOC (Single Point of Contact) program with the goal to ensure that employees are paid accurately and on time. SPOC provides a single, readily accessible place on the campus where an employee experiencing serious late or error pay can go for assistance and be assured the issue can be resolved within five business days.





# Highlights . . . .

## Athletics

The College's Intercollegiate Athletics program enjoyed mixed success in 2001-02, buoyed by a second consecutive league championship by the perennially strong baseball team and by the men's soccer team, which had its best season ever, winning the league title and advancing as far as the state quarterfinals. A women's volleyball program was added to the College's athletics offerings.

## Black History Month

The College's annual celebration of Black History Month in February featured a series of successful events under the theme of "Dream Deferred: Where Do We Go From Here?" Events included a program presented by the College's Upward Bound office that featured an address by Channel 4 news reporter Beverly White, an address by one of the famed Tuskegee Airmen and a program featuring a panel of successful African Americans.

## Convocation

A highlight of the academic year was a special academic convocation during which guest speaker Dr. Bertice Berry stimulated an enrapt audience with life lessons she has gained while ignoring a high school teacher's comment that she was not college material. She graduated magna cum laude and went on to earn a doctorate; she has been a university professor, television host and featured guest, author and award-winning entertainer, lecturer and comedienne.

## Campus Response to Terrorism Attacks of September 11

As part of the College's response to the terrorist attacks that changed America, the Associated Students Organization prepared a College Unity and Remembrance Day program, and the Academic Senate and ASO co-sponsored a Teach-In on a variety of topics dealing with terrorism, international politics and cultural differences. Both events were evocative and well-attended.

## Theater Arts

Harbor College's multi-dimensional Theater Arts Department accelerated its thrust into video production while continuing its long-time program of providing an exhaustive plethora of opportunities for local residents of all ages and experience to participate in productions of all sorts. Some of the department's perennial signature programs: annual productions of original musicals "Alice In Wonderland", "Destination Imagination" and a Toys for Tots children's series; original student one-act play festival; and original dramas about the AIDS/HIV peril and the challenges facing America's youth. A unique and innovative MODD (More Opportunities for the Developmentally Disabled) Squad program gives persons with mental challenges the opportunity to write, produce and perform stage shows with College students. For a number of years the department has been engaged in an exchange arrangement with Barnsley College in England, in which students at the two colleges - through video teleconferencing - rehearse productions before getting together at each college to perform the dramas.

## Architecture

Probably no educational program at Harbor College has achieved the stature of international prominence as the Architecture discipline, which has been turning out well-trained architecture students for the past 43 years under the direction and inspiration of Dr. Osamu "Art" Wakita. The College is fortunate indeed that the internationally known Dr. Wakita has chosen to devote himself to the stimulation and challenges of teaching while simultaneously establishing himself as the preeminent author of architecture textbooks. His 16 texts are used in universities and colleges throughout the world and are used by the California State Board of Examiners as the base for tests for architects seeking their licenses; he is one of seven contributors who have established national computer-assisted design standards. For the past two decades his department has been among the top three community colleges in the state in students transferring to four-year institutions.



Original musical "Destination Imagination" delights audience

Dr. Osamu "Art" Wakita works with Architecture students



# Highlights . . . . .

## Information Technology

Harbor College, which for the past decade has been a leader among the state's higher education institutions in the area of videoconferencing, continued the mammoth task of upgrading and modernizing the campus's traditional communications systems. The College's Information Technology staff has designed and set up 13 new computer labs of varying sizes and purposes, with more to come. In addition to the challenge of keeping the labs functioning smoothly, the technicians have implemented improvements in the labs' equipment and systems to make them student- and faculty-friendly. Paving the way for the upcoming establishment of a modern campus cable television operation, InfoTech personnel along with the Theater Department began the process of resurrecting and rejuvenating the long-dormant College broadcasting facility.

## Disability Awareness Week

A number of events and activities highlighted the College's annual special focus on disabilities awareness. Featured were the second annual Walk/Wheel-A-Thon, a formal program of speakers and a panel discussion, seeing-eye dog demonstration, sign language workshop, talent showcase and karaoke contest.

## Women's History Month

National Women's History Month was celebrated at Harbor College with a series of special events featuring a number of outstanding speakers on a variety of provocative topics.

## Administration of Justice

Harbor College's Administration of Justice (AJ) program, which has been part of the College's curriculum since its founding in 1949, has undergone dramatic changes and expansion that are making it one of the leading programs of its kind in the United States. For several years, the department has been conducting a Security Academy for officers of the police bureau at Los Angeles World Airport (LAX), and is set to begin a similar program for the security force of the Los Angeles Department of Water and Power. The College AJ Department completed a grant-funded study to review and update the statewide community college curricula for Police, Fire and Correctional Sciences; and has been awarded a \$1 million grant for training the passenger and baggage security screening personnel at LAX, and a \$325,000 grant for training security personnel in such critical areas as the Port of Los Angeles, local refineries and large industrial sites. The department has, in a partnership with the U.S. Department of Transportation, developed a program to provide Environmental Hazardous Material/Chemical training in the Greater Los Angeles Port area; it is the only program of its kind in California.

Dr. Linda Spink, President of Los Angeles Harbor College, talks to a student.



## Upward Bound

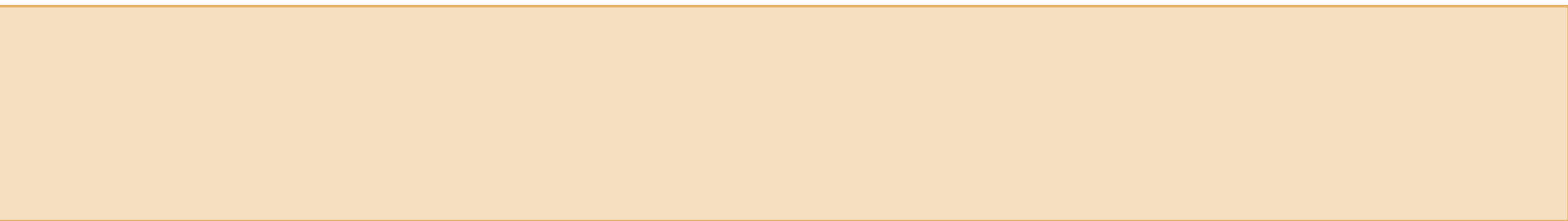
This national program aimed at providing supplementary academic support at the pre-college level to low-income and traditionally underrepresented students, has had a presence at Harbor College since February of 2000. It is one of the federal TRIO outreach programs established as an offshoot of the War on Poverty campaign of the 1960s. Through intensive recruitment efforts at the local public high schools, the College's Upward Bound program reached its capacity of 75 students during the past year and there is a waiting list of students wishing to enroll. A highlight of the year was a five-day "Summer Intensive" visit to San Diego State University by 45 UB students. Other highlights were a campus-wide "TRIO Day"; numerous culturally oriented field trips; a financial aid workshop; and the establishment of a highly involved parent support group, an advisory/steering committee and a bilingual newsletter.

## Title V Developing Hispanic-Serving Institutions Program

In its second year, an ever-increasing number of students and faculty participated in Title V activities, which are aimed at enhancing student learning and overall success through seminars, mentoring and learning communities and service learning opportunities. During the year, Title V placed more than 160 students with agencies such as schools and adult care centers; each student was to perform a minimum of 10 hours' service in activities related to their courses' objectives. Through another aspect of Title V, increasing the use of technology in instruction, Media Arts and Biological Sciences equipment was purchased and installed, as were upgrades to the Tegrity system (a multi-media aid for instructors). Highlights of the year included a service learning project in Costa Rica, assisting with the establishment of the unique Harbor Teacher Preparation Academy, collaboration with the South Bay Volunteer Center Joint Agency, and joint beach cleanup service learning projects with College of the Canyons.







# الامانة

**Los Angeles  
Harbor College**

1111 Figueroa Place  
Wilmington  
CA 90744

310.233.4000  
[www.lahc.edu](http://www.lahc.edu)

