

Los Angeles Harbor College
Research and Planning 2008-09 Unit Plan

College Goals

Learning and Instruction

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

Student Support and Services

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

Participatory Governance

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

Economic Resources

To optimize and be accountable for the responsible use of all financial resources.

Partnerships

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

Institutional Environment and Physical Resources

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

Human Resources and Development

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

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College SLO's

A student who successfully completes a learning experience at Harbor College will be able to demonstrate:

- I. Effective communication skills
- II. Critical thinking and problem solving skills
- III. Appreciation of cultural diversity, global awareness and aesthetics
- IV. Personal, professional and civic responsibility
- V. Information management and technological competence

Research/Planning Unit Goals (Perhaps Objectives or Strategies)

(Goals Served: 1, 2, 3, 4, 5, 6, 7)

(SLO's Served: II, V)

- Provide data and other support to ensure that unit plans are updated annually
- Complete an annual internal environmental scan and an ongoing external scan.
- Publish an annual planning and resource guide
- Complete efficiency studies annually
- Complete outcomes data annually
- Continue supporting matriculation studies and surveys
- Increase access to/utility of data for college community
- ARCC response
- Data and support for Ed. Master Plan Update
- Develop online survey capability
- Data for Basic Skills
- Serve on DPC, work w/ DRC re. core measures

Unit Mission Statement: (Which includes our Goals)

The mission of research and planning is to support student success and student learning outcomes by facilitating and supporting the educational, planning, management and decision making processes **and accountability requirements** of the institution by providing:

- comprehensive data collection and analysis
- support of assessment activities
- data and other support for cluster planning

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2007-08 Progress Report

PRIORITY	COLLEGE STRATEGY	OBJECTIVES (GOALS?)	ACTIVITIES/TASKS	Status	COSTS
		Support Matriculation	SID for Math	It appears that Math will go back to APMS for the next assessment cycle	
		College Accountability	ARCC response posted on state web site Board presentation scheduled for 4/08	Postponed—awaiting reschedule by G. Colombo	
		Support planning w/ Data	2007 factbook	Completed	\$11,000
		Support planning w/ Data	2008 factbook	85 % Completed	
		Support planning w/ Data	CC Benefits SCANS data for Ed. Master Plan Update	Completed	
		Support planning w/ Data	Data for Acad. Affairs unit plans	Ongoing	
		Support planning w/ Data	Data for Student Svcs. unit plans	Ongoing	
		Comprehensive Data Collection	Increase access to/utility of data for college community by redesigning Web Pages	Ongoing	
		Comprehensive Data Collection	Develop online survey capability Investigate options including survey monkey, software installed on college server, ETUDES CMS	Ongoing—waiting for new release of ETUDES test system.	

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Planning parameters for 2008-9

- Student success remains the college's priority—students cannot meet SLO's if they are not successful.
- Increased student demand—college research office predicts 7-14% increase in students trying to attend LAHC
- Decreased resources—VP, Administrative Services predicts ??% budget cut
- Increased requests for use of students as research subjects by outside agencies.

Planning responses

- Give priority to activities that increase probability of student success.
- Look at ways of reducing expenditure while maintaining services
- Develop systems that can be continued with minimal support—e.g., automatic reports
- Develop more accessible/user friendly data sources.

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2008-09 Unit Plan

PRIORITY	COLLEGE STRATEGY	OBJECTIVES	ACTIVITIES/TASKS	Outcomes	COSTS
1		Support Matriculation	Revalidation of ESL Placement	See above ESL placement validated	
2		Support planning w/ Data	2008 factbook. Use outside vendor to print 200 copies	Factbook on Web Site	-\$ 4,500
3		Comprehensive Data Collection	Pilot ETUDES.ng CMS as an online survey tool.	Online Survey completed	\$ 0
4		Comprehensive Data Collection	Increase access to/utility of data for college community by: Redesign Web Pages—break factbook into smaller files. Add links to data sites for students Add link to LACCD core measures	Factbook loaded into Web Site Use of data links by students LACCD link added	\$0
5		College Accountability	Develop/resurrect Use of Human Subjects Committee/Procedure Gather information, forms (internal/external) Develop forms/procedures	College Use of Human Subjects Committee formed. Procedure/policies adopted.	

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2008-09 Proposed Budget

(G/L)Account	Description	2007-08 Budget	2008-09 Proposed Budget	Difference
233400	Off & Clrk- OT	2,001	0	-2,001
452100	Office Supplies	1,631	1,000	-631
452120	Software Supplies	1,959	1,500	-459
453100	Printing	10,436	6,500	-3,936
583100	Memberships	350	350	0
584100	Mileage	41	0	-41
582400	Equip Maintenance	0	350	350
642300	LoValue Asset Equip	1,036	0	-1,036
				0
Total: H5190A		17,454	9,700	-7,754