Mission Statement: Los Angeles Harbor College fosters learning through comprehensive programs that meet the educational needs of the community as measured by student success, personal and institutional accountability, and integrity.

I. Approval of agenda

II. Approval of minutes – 9/10/14

III. Election of Co-Chair

IV Vice President Report

V. Unfinished Business (Action items/Noticed items from previous committee meetings)
   A. Program Review/Unit Plans/ SLOs/SAOs
   B. SSSP Update – Mercy Yanez

VI. New Business (Action items/Noticed Items which come out of the committee reports)

VII. Next steps

VIII. Items from the floor

IX. Adjourn

Fall 2014 meeting dates: 11/12, 12/10
Student Services Cluster Meeting
October 15, 2014
SSA 214

Members Present:

Co-Chair:    Faculty:
Abbie Patterson    Mario Valadez
Elena Reigadas    Sue Steele

Classified Staff:    Administration:
Cristian Martinez-Contreras    Mercy Yanez
Tim Mariner    Corey Rodgers
Peggy Loewy-Wellisch

Guests:
Kimberly Watson

Minutes:
Meeting called to order. Chaired by A. Patterson.

Approval of Agenda - Agenda was approved

Approval of Minutes - September 10, 2014
M. Yanez (M)/P. Loewy-Wellisch (S); Minutes approved.

III. Election of Co-Chair:
No nominations for new co-chair were presented. E. Reigadas re-elected as co-chair.

IV. Vice President Report:
a. Accreditation: Accreditation standards were reviewed and LAHC to make adjustments and revisions to current policies, procedures, and publications on websites in order to be in accordance with ACCJC standards. Midterm Report due to state at end of January 2015. New 2016 self-evaluation for accreditation will be due by end of Fall 2015 semester. Recent Accreditation Team Visit to American Samoa Community College was discussed and insight provided on standards and expectations of ACCJC.

b. Upcoming events on campus:
- LACCD Chancellor to visit campus Tuesday, October 21, 2014 10:00 AM to 12:00 PM. The visit is an opportunity for questions and answers; all are welcome.
- Grand opening for the Library Learning Resource Center (LLRC) on November 17, 2014 and will be a joint event to announce Harbor being selected as “Achieving the Dream” Leader college. The ATD Coaches will be on campus.
- Thursday, October 16, 2014 is the 65th birthday celebration of LAHC. President Dr. Otto Lee will be present to meet and greet all who attend from 11:00 AM to 1:00 PM.
- Holiday Mixer to take place on December 11, 2014 from 1:00 PM - 3:00 PM on the 2nd floor of the SSA building. Details to follow.

c. Concerns: At the 1st Quarter Budget meeting it was discussed that Harbor is above target for the FTES allocation for 2014-2015; 50 sections of classes to be reduced for Spring 2015.

d. Student issues in new library resulted in the sheriff’s office plan of on-site monitoring to prevent future incidents.

e. CPC Meeting: LAHC’s mission statement revised to reflect current student success strategies. The mission was approved to forward to Pres. Lee.

f. CORE meetings postponed. LAHC selected new project manager to implement tri-chairs and new role. Meetings to resume October 28, 2014.

V. Unfinished Business (Action Items/Noticed Items from previous committee meetings):

A. Program Review/Unit Plans/SLOs/SAOs

   A. Patterson: Annual Unit Plans due first week of January 2015. Clusters to create Cluster plan and prioritization list from individual unit plans. Need to re-post past cluster documents to website. Each area needs to identify SLOs to be assessed per Joaquin Arias’ advisement.

B. SSSP Update:

   a. Mercy Yanez presented from a handout. SSSP Plan due to District Office Wednesday, October 8, 2014 (after Shared Governance review).

   b. SSSP Committee Meeting attended by T. Mariner (EOPS). Discussion focus: Report surrounding PeopleSoft (2016). Connections between different portals not present and information restricted to single software.

   c. Concerns: Postponement of data processing could result in students losing priority enrollment. Registration holds to be imposed on students who have not completed matriculation process. Point of implementation not concrete. Student Success barriers include Ed Goals and Major Goals that are limited to specific areas. Financial Aid not in loop of modifications to Ed/Major goals. This could lead to potential loan issues with students due to expired or inaccurate information not represented in initial application.
d. Online orientation of new software and programs training for a universal understanding of information/data input for students matriculation and completion to be held.

VI. New Business (Action Items/Noticed Items which come out of the committee reports)
   No New Business shared.

VII. Next Steps
   Continue to discuss information shared regarding Midterm Reports and SLOs/ Unit Plans

VIII. Items from the Floor
   a. J. Fisher–preparing two requests for International Student Counselor and a replacement counselor for the FHPC Committee.
   b. M. Yanez: University trip to CSUN collaboratively between Transfer Center and EOPS. Next week going to UCR.
   c. P. Loewy-Wellisch: CAFSA/HS Guidance Counselor Workshop to occur next week 8:00 AM - 12:00 PM

Meeting adjourned.