MINUTES
Los Angeles Harbor College
College Planning Council (CPC)
Monday, October 24, 2011
1:30 p.m. – SSA 219

Members Present:

Co-chair: S. McMurray

Administration: K. Blackburn, L. Doffoney, D. Humphreys, N. Malone, L. Rosas, S. Sanchez,

AFT: R. Oakes

Faculty: J. Baez, S. Fasteau, J. Stanbery, M. Wood, B. Young

Classified: I. Clarke, L. Minor, C. McClenny

Students: La’Shelle Daidy, Yui Fan, Richard Hernandez, Tyson Roberts

Guests: N. Barakat, Ellen Joiner, Jonathon Lee, C. Mussa-Muldoon

The meeting was called to order at 1:30 p.m.

Acceptance of Agenda
The agenda was accepted with modifications:

Remove item on Emergency and Evacuation Procedures.
Remove item on Approval of Sally Fasteau as AtD CORE co-chair (action taken at meeting of 10/10/11).

Acceptance of Minutes
The minutes for the meeting of October 10 were not available.

Public Comment
Happy Birthday to Nabeel Barakat

President’s Report
On Saturday, October 22, Harbor hosted for the second time a debate participated by candidates running for the District 15 seat on the Los Angeles City Council. The event was held in Seahawk Center and was sponsored by the Harbor Alliance of Neighborhood Councils and three local Chambers. Mr. Martinez added that he was pleased with the turnout from the community. There were about 300 people in the audience.
On Sunday, October 23, a fundraiser was held in San Pedro in support of the Harbor College Fine Arts Gallery.

Mr. Martinez was just informed this morning by Chef Giovanni that some of our students recently received a number of awards and medals at a Culinary Arts competition held in Mesa, Arizona.

One of our former architectural students, Kevin Sherrod, was recently recognized by the Board of Trustees for being named the top intern out of approximately 1,100 in Build LACCD’s Studio 7 Program.

The California Community Colleges Board of Governors has launched a statewide task force committee made up of a number of educators from various community colleges to examine and make recommendations as to how community colleges can better address the needs of students. The Student Success Task Force will be holding public hearings throughout the state to discuss their recommendations. The first one will be held on Thursday, October 27, at the Los Angeles Area Chamber of Commerce. Their report can also be downloaded from a link to the Student Services Task Force on the California Community Colleges Chancellor’s Office website where the public is also invited to leave comments. Members of the committee were encouraged to read the report.

Mr. Martinez noted that as a result of staffing requests he has recently received he would like to see discussions begin on reinstating the college staffing committee. Jim Stanbery commented that the original purpose of the staffing committee was to bridge the gap as a representative process to handle staffing requests where we had no overall college plan. He added that although this still may hold true for 2011/12, future hiring decisions should be based upon the college-wide operational plan for 2012/13.

The Social Media Task Force was formed back in June on campus to investigate how the college can best use social media outlets such as Facebook, Twitter and YouTube to communicate with students and how to use that media to continue engaging students with the campus especially during the absence of a summer or winter session. Members of the task force include Jonathon Lee, Leige Doffoney, Kristi Blackburn, Ivan Clarke, Mercy Yanez, Tim Mariner and Ray Van Dinthor. Jonathon Lee reported that when the task force first started meeting they realized the issue was really larger than just social media and because of the complexities and changing technologies, the task force really needs to be an ongoing working group. The task force is proposing that this ongoing committee now be referred to as The Web Standards & Oversight Working Group (WSOWG) and that it would work directly within and report to the CPC. David Humphreys recommended bringing this proposal to the Academic Technology Advisory Committee (ATAC) for further discussion.
**Action/Discussion Items**
Susan McMurray reported that plans are still going forward for the CPC retreat on November 10. The committee will be taking a look at modifications to the CPC governance document.

**Parking**
Brad Young reported that signs have now been posted in Lot 9a in front of the Child Development Center that parking is for staff only. Because Lot 9b may have to be closed temporarily, it has been proposed that the administrator slots be moved back over to Lot 10. Dr. Kristi Blackburn suggested that it might be a better use of time and resources to take advantage of the parking garage rather than making changes to parking stalls.

**Approval of Daniel Ruiz as Faculty Co-Chair of the AtD Data Team**
By consensus, Daniel Ruiz was approved as Faculty Co-Chair of the AtD Data Team.

**Campus Reports**

**Accreditation**
Jim Stanbery reported that the college will most likely not get any feedback on the mock accreditation visit until next week. Concern has been raised over how to get the Self- Evaluation Report bound and printed in time to meet the District’s November 23rd deadline especially since final action on it will not take place until the joint meeting of the Senate and CPC on November 14.

**Achieving the Dream**
Leige Doffoney reported that the AtD committee continues to hold Data Team meetings on a regular basis. AtD committee members have been invited to attend Senior Staff meetings once a month. They are also in the process of trying to identify people to attend the strategies institute to be held in Dallas February 28 to March 2. The AtD Committee will next meet on Monday, October 31, at 1 p.m. in SSA 219.

**CPC Cluster Reports**

**Academic Affairs**
All of the units are in the process of submitting their plans accordingly. Unit plans are supposed to be submitted for action at the cluster level for 12/13 by the end of this year.

**Administrative Services**
Claudette McLlenney reported that the Administrative Services Cluster is currently working on its unit plan.
CPC Committee/Other Reports:
Facilities
Brad Young noted that there has been a few recent instances of purse thefts in the NEA building. Faculty are asked to encourage students to be diligent in watching over their personal items.

Information Technology
Ivan Clarke reported that the college voicemail system is currently unavailable. With the help of some new hardware they are hoping to have it up and running soon. He will continue to send updates via email to let everyone know what the status is.

ASO
Richard Hernandez, ASO Vice President, expressed his appreciation to Dave Humphreys, President Martinez and Dr. William Loiterman for coming and answering student questions about the accreditation process.

Members of the ASO recently attended a Parliamentary Procedure workshop held at and sponsored by Los Angeles Trade Technical College and Dr. Bruce Bishop, a certified parliamentarian and instructor at Palomar College. It is hoped that this same workshop can be held at Harbor in the near future.

The ASO will be hosting a Halloween maze on Wednesday, October 27, 11 a.m. to 2 p.m. Prizes will be awarded to the winners of pie eating, apple bobbing and pumpkin carving contests.

The ASO will be sending eight representatives to the Student Senate of California Community Colleges General Assembly Nov. 4-6.

The ASO is teaming with Nurse Carole Stevenson in asking that everyone wear pink on Wednesday, October 26, in support of Breast Cancer Awareness.

Members of the ASO will be attending the upcoming Get Motivated Business Seminar at Staples Center this coming Monday, October 31. Extra tickets are available.

Items from the Floor
Susan McMurray announced that Joaquin Arias will be now be working with the Honors Transfer Program.