Student Services Cluster Meeting  
February 15, 2012  
SSA 214

Members Present:

Co-Chair  
Abbie Patterson  
Deborah Tull

Faculty  
Brenda Guertin  
Sue Steele

Classified Staff  
Tim Mariner

Elizabeth Colocho  
Joy Fisher

Students  
None

Administration  
Nina Malone  
David Ching

Minutes:

Meeting called to order at 2:06 PM. Chaired by Deborah Tull.

1. **Approval of Agenda**
   
The agenda was reviewed. Brenda Guertin moved to approve, seconded by Elizabeth Colocho. Approved unanimously.

2. **Approval of Minutes – January 18, 2012**
   
The minutes were reviewed. Tim Mariner moved to approve the minutes as written. Motion seconded by David Ching. Approved unanimously.

3. **Vice President’s Report**
   
   a. **Meeting Change** – The date of the next meeting has been changed to March 14\textsuperscript{th} in order to coincide with the Accreditation Team’s visit.
   
   b. **District Budget Committee** – The LACCD Budget Committee is meeting this afternoon. A vote will take place regarding the proposed changes to the district’s resource allocation formula. So far, eight of the nine campuses are in favor of the proposed change. ELAC has opposed the proposal. If the changes are adopted, LAHC may receive an additional $600,000 to $1,000,000 in funding per year.
   
   c. **Student Services Cluster Budget** – The Student Services cluster was asked to cut an additional $100,000 during the current academic year. During the 2012 – 2013 academic year, the budget will be further reduced by $400,000.
   
   d. **Los Angeles Unified School District** – It is likely that the LAUSD will cut all of their adult education programs. A final decision on the matter has been postponed.
   
   e. **Upcoming Changes** – Discussion regarding upcoming changes and strategies for informing students before the changes take effect. Suggestions included advertising the changes in the Schedule of Classes and sending an email to each student.
      
      e.i. Tuition will increase to $46 per unit beginning July 1, 2012.
      
      e.ii. The deadline for withdrawing without a “W” will now be the day before census (typically the end of the second week).
      
      e.iii. Students will not be able to repeat a class after three unsuccessful attempts.
e.iv. Students without a high school diploma or GED will no longer qualify for financial aid. The Ability to Benefit (ATB) test will no longer be offered.

e.v. Income requirements for the Board of Governors (BOG) Waiver will be lowered.

e.vi. Discussions are taking place regarding applications and assessment. Although the final decisions are still under consideration, it is likely that applications will no longer be accepted two weeks before the start of a semester. The number of assessment tests offered will likely be reduced.

f. Student Service Webpage – The Student Services Web Committee met on December 8, 2011 to review the webpages for all areas of Student Services. A list of their recommendations was distributed. Each department needs to review their section of the website to address the problems.

4. FF&E for Student Union Building
Acradis staff met with the committee to discuss furnishings and blueprint changes for the new Student Union Building. The Counseling Department, Career Center, Assessment Center, Welcome Center, and Information Desk plans were reviewed.

5. Accreditation Preparation
Handouts were distributed to the group, which will help prepare Student Services professionals for the Accreditation Team visit.

6. Student Service 2012 – 2013 Unit Plans
Deborah Tull distributed handouts pertaining to the 2012 – 2013 Unit Plan.

7. Items from the Floor
No new items.
Meeting adjourned at 4:05 PM.