CPC Committee:  STUDENT SERVICES CLUSTER special joint meeting with SSSP Committee

Meeting Date: 2/18/15  SSA 219

Committee Membership (see Participatory Governance Document for membership composition)

<table>
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<tr>
<th>FACULTY</th>
<th>ADMINISTRATION</th>
<th>STUDENTS</th>
<th>CO-CHAIRS (nonvoting)</th>
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<tr>
<td>Joy Fisher</td>
<td>Corey Rodgers</td>
<td>Vacant</td>
<td>Abbie Patterson</td>
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<td>Counseling Chair</td>
<td>Dean, Enrollment Management</td>
<td>Vacant</td>
<td>Vice President, Student Services</td>
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<td>Delores Hudson</td>
<td>Bobbi Villalobos</td>
<td>Vacant</td>
<td>Elena Reigadas</td>
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<td>Communications/PACE</td>
<td>Dean, Academic Affairs</td>
<td>Vacant</td>
<td>Faculty, Psychology</td>
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<td>Sue Steele</td>
<td>Mercy Yanez</td>
<td>Vacant</td>
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<td>Special Programs</td>
<td>Dean, Student Services</td>
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<td>Hale Savard</td>
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<td>Communications</td>
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CLASSIFIED
- Cristian Contreras
  Assessment Center
- Brian Henderson
  Academic Affairs
- Peggy Loewy-Wellisch
  Financial Aid
- Tim Mariner
  EOP&S

RESOURCE (Nonvoting)
- Rhea Estoya
  Institutional Effectiveness

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 – January 28, 2015

III. Vice President Report – Mercy Yañez (on behalf of Abbie Patterson)

IV. SSSP Update – Mercy Yañez

V. Unfinished Business (Action items/Noticed items from previous committee meetings)
   A. Committee Evaluation Form - Elena

VI. New Business (Action items/Noticed Items which come out of the committee reports)
   A. Hiring Prioritization Process Overview

VII. Next steps
   A. Hiring Prioritization Ballots

VIII. Items from the floor

IX. Adjourn

Spring 2015 meeting dates: 3/18/15, 4/22/15, 5/22/15
Student Services Cluster Meeting
February 18, 2015
SSA 219

Members Present:

Co-Chair:
Mercy Yañez (in lieu of Abbie Patterson)
Elena Reigadas

Faculty:
Joy Fisher
Sue Steele

Classified Staff:
Brian Henderson
Cristian Martinez-Contreras
Tim Mariner

Guests:
Mario Valadez
Kaman Ng
Andrea ?
Nabeel Barakat
Adrienne Brown
Delores Hudson

Minutes:

I. Call to Order:
Meeting called to order at: 2:00PM
Mercy Yañez announces she’ll be co-chairing meeting on behalf of Abbie Patterson

II. Approval of Agenda
N. Barakat (M)/K. Ng (S)

III. Approval of Minutes – January 28, 2015
J. Fisher (M)/N. Barakat (S)

IV. Vice President Report – Mercy Yanez (on behalf of Abbie Patterson)
   A. Enrollment Update: Enrollment targets have been met. District wide concern surrounding FTES targets have subsided since implementation of Spring 2015 semester.

   B. Foster Program/Initiatives: A center for working families in community colleges Foster Youth program/initiative has been launched in three of the nine colleges of LACCD. Community partners and Youth Source center has worked with foster youth programs in order to cater to the foster youth of the community. $200,000 has been awarded for the program.
C. *Managers’ Meeting:* J. Fisher shared from handout surrounding the SS Managers’ Meeting. Student Union building anticipated to be completed by 2018. S. Atkinson-Alston to be launching website update to be in accordance with the accreditation requirements/standards. L. DeSilva provided report of Financial Aid awards to students on January 30, 2015.

D. *Harbor Success Day:* Accreditation kickoff even to take place in cafeteria next Thursday, 2/26/15.

E. Harbor College Student Scholarships Applications available on website and due March 12, 2015.

F. Club Rush dates have been changed to March 11 and 12, 2015.

G. Administrators’ Workshop on updated AFT contract mandates attendance of all department chairs, deans, and vice presidents. Date to follow.

V. **SSSP Update – Mercy Yanez**

   A. Provided a demonstration of matriculation platform (ComEvo) that will provide 6 of the 9 campuses with an online orientation for a 5-year contract. The pricing is spread out over 6 campuses for a discounted pricing system. A benefit of utilizing ComEvo as matriculation portal will be the college’s ownership of content; ownership makes for editing conveniences.

   B. *CSSO Council:* First CSSO Council meeting was held three weeks ago. Recommendations concerning priority registration were sent to the vice presidents in contrast to automatically placing holds on students’ records. Priority registration will be denied students on Academic Probation due to low enrollment. Planning for 3rd year of SSSP operational plans in process. Seeking to align with Equity Plan to leverage resources. More information to follow after July 1, 2015.

VI. **Unfinished Business (Action Items/Noticed items from previous committee meetings)**

   A. **Committee Evaluation Form – Elena**

      Recalled from last meeting the preliminary evaluation of the committee meeting. Discussion of completed form has not yet occurred with VP A. Patterson. Expressed preference to discuss with A. Patterson and M. Yañez prior to sharing with committee.

VII. **New Business (Action Items/Notice items which come out of the committee reports)**
A. Hiring Prioritization Process Overview
Draft prepared for meeting, however, the draft is prepared for an overview in A. Patterson’s absence. Ballot to be sent out with all information included upon convening with A. Patterson.

- B. Henderson: Suggested including department titles for clarity on source of positions requests on document
- K. Ng: Suggested a correction to miscategorized positions listed under “Classified” be relisted as “Faculty”

VIII. Next steps
A. Hiring Prioritization Ballots

IX. Items from the Floor
- ESL Workshops to begin next week on Thursdays from 2:00 – 3:00 in NEA 209
- A schedule of festivities surrounding graduation, scholarships, and career fairs is currently being deliberated upon in order to accommodate all departments involved
- Career Fair on March 18, 2015. CTE department, STEM, and industry partners shall be attending
- Counselor Training on May 14, 2015

X. Adjournment
Meeting adjourned at 2:31 pm.

Spring 2015 meeting dates: 3/18/15, 4/22/15, 5/22/15