

Division: _____
 Division Chair: _____
 Position: _____
 Person Presenting: _____
 Preferred Presentation Times: _____ 1. _____ 2. _____ 3. _____
 Submission date: _____

Los Angeles Harbor College Mission Statement

Los Angeles Harbor College promotes access and student success through associate and transfer degrees, certificates, economic and workforce development, and basic skills instruction. Our educational programs and support services meet the needs of diverse communities as measured by campus institutional learning outcomes. Approved CPC Oct. 13, 2014, LACCD Institutional Effectiveness and Student Success

The Committee will attempt to take teaching schedules into consideration when creating the calendar for questions and answers. For the first time, this form will be filled out electronically at the direct link https://effectiveness.lahc.edu/academic_senate/fhpc/SitePages/Home.aspx. The Academic Senate and the Institutional Effectiveness Office made this decision to comply with accreditation standards and to collect data for future academic decisions. This form is due by 2:00 p.m., **Wednesday, October 14th, 2015**. Presentations will be in SSA 219 on **Friday, October 23th, 2015, beginning at 8:00 a.m.**

FHPC Request for Position

Relevance to strategic Educational Master Plan	
1.	Link the position to College Mission [SEMP Goal (s) and/or Institutional Student Learning Outcome(s)]:
2.	Link the position to Cluster priorities:
3.	Link the position to Division priorities as justified in current unit plan. (Current unit plan must be attached):
4.	Efficient use of facilities:

Relevance to Division and Department Staffing and Enrollment Trends

1.

Check One

- Retiree Replacement
Year of Retirement _____
- New Position

2.

Discipline FTEF: **FTEF: part time/ FTEF taught as hourly by FT faculty** (only teaching assignments)

	FT	PT	FTPT
2014			
2013			
2012			

Data can be found in the online version of SEMP Fact Book (previously call Fact Book)
https://effectiveness.la-hc.edu/academic_affairs/ie/SEMP%20Data%20and%20Analysis/Goal%201%20Access%20and%20Preparation%20for%20Success/Goal1-Obj1-Meas4-Fall%202010-2014%20FTES,%20WSCH,%20FTEF,%20Sect%20Detail%20by%20Div%20and%20Disc.pdf or a request made to the Office of Institutional Effectiveness

3.

Discipline FTES/FTEF ratio & WSCH

	FTES	FTEF	WSCH
2014			
2013			
2012			

Data can be found in the online version of SEMP Fact Book (previously call Fact Book)
https://effectiveness.la-hc.edu/academic_affairs/ie/SEMP%20Data%20and%20Analysis/Goal%201%20Access%20and%20Preparation%20for%20Success/Goal1-Obj1-Meas4-Fall%202010-2014%20FTES,%20

[WSCH.%20FTEF%20Summary%20by%20Div%20and%20Disc.pdf](#)

h or a request made to the Office of Institutional Effectiveness

4. Discipline Average class size

	Avg. Class Size	College Average
2014		
2013		37.6
2012		41.3

Data can be found in the online version of SEMP Fact Book (previously call Fact Book) https://effectiveness.la-hc.edu/academic_affairs/ie/SEMP%20Data%20and%20Analysis/Gol%201%20Access%20and%20Preparati%20for%20Success/Gol1-Obj1-Meas4-Six%20Terms%20Av%20erage%20Section%20Size%20based%20on%20Graded%20Enrol%20lment.pdf

or a request made to the Office of Institutional Effectiveness

5. Explanation of enrollment trends: (i.e. waiting lists, stand by lists, changes, department growth, compliance issues)

Provided by the Office of Institutional Effectiveness, as requested

6. Emerging program to meet community needs including projected

Impact on class size:

Relevance to Program Needs (as applicable)

1. Is the requested position supported by federal, state, district or categorical funds? Yes/No. If yes, please explain the impact to the college if the position were discontinued from these funds? Provide evidence.

2. Alignment with Student Success Initiatives:
Explain how these courses align with Student Success initiatives.

3. Program integration and coordination:
What do you foresee the person hired doing in terms of college completion?
What courses will the person hired for this position teach?
How will these courses increase degree or certificate completion?
(data provided by OIE as requested)
How will these courses increase college completion rates?
(data provided by OIE as requested)

4. Advisory committee recommendations and program review and evaluation:

5. Program impact if not receiving the position

Special Considerations

Comment required: