



Student Services Council  
Thursday, September 27, 2007  
Meeting Notes

**Present:**

Barbara Schoeffler, Bunpa Lim, Dan Johnson, Darcy Smith, Eileen Bergeson, George Henderson, Jason Hoseney, Jenny Smith, Joe Hobson, John Krause, Kathy Carty, Lynn Lawrence, Marisa Greear, Marleen Musso, Nicole Taylor, Ning Fisher, Pat Boerner, Roxana Ahmadifard, Sandie St. Onge, Sheri Akesson, Twylla Corrie, Wendy Hall, and Mary Harding, Chair

**Not Present:** ASLCC representative, Betty Johnson, Betty Sjoblom Buzz Gorman, Carol Carlson, Chad Meadors, Diane Armstead, Faye Olason, Jennifer Knapp, Jim Roffler, Karla Rivers, Kay Koski, Kirc Roland, Maxine Babb, Mary Stone, Raeleene Akin, Ronda Manick, Sallie Parson, Sarah Watkins, Scott Dennis, Tamra Bell, Therese Montoya, and Wes McGee

➤ **Division Items**

- **Welcome and Thanks** – Mary thanked everyone for their dedication to serving our students during the recent busy enrollment period. She then welcomed our newest Student Services member, Nicole Taylor and encouraged us to say “Yes!” if Nicole asks for help. She also welcomed Sheri Akesson, who will be sharing representing Cashiering with Maxine Babb at our meetings this year.
- **Nominate faculty for Student Hearing and Grievance Committee** – We have a student grievance coming up, which according to our current Student Conduct Policy will require the naming of a Student Hearing and Grievance committee. Mary requested suggestions to fill three faculty positions on the Committee. Sixteen faculty names were provided. They are:

Adam Wolfer	Jim Stanley	Mary Stone
Anne Williamson	Joan Herman	Michael Strayer
Clint Benjamin	Klint Hull	Nonnie Weaver
Dawn Draus	Louis LaPierre	Tim Alwine
George Dennis	Maggie Stuart	
Jerry Zimmerman	Mark Bergeson	
- **CCSSE report** – Wendy provided three handouts and explained the data compiled from this national survey which was conducted at Lower Columbia College last spring in 80 classrooms with 486 students participating. We will follow up with further studies and focus groups and intend to repeat the survey spring of 2009. LCC students’ responses placed LCC in the top half of all colleges, and the top 15% or 20% in most categories.

- **Enrollment** – Mary reported that our annual FTE target is higher this year than it has been in a long time – 2,474. We have been close to the bottom of our enrollment band for the last few years and we are now looking at ways to increase our FTEs by converting some of our non-state supported courses to state support. ABE/ESL enrollments have been low and paperwork is slow coming in. Unfortunately for our community, there have been several plant closures and employee layoffs recently and more are expected. Our Rapid Response team will be working to find educational training options for those affected.
- **Poverty Workshop** - LCC and CAP have joined forces and plan to bring Dr. Donna Beegle to the Cowlitz Conference Center on October 15. A day-long presentation is scheduled and LCC has purchased 100 seats for her dynamic presentation. Talk with you supervisor and try to attend.
- **\$4,000 Grant for On-line Services** – Please send ideas to Mary on how we can use this grant to provide on-line services. Suggestions mentioned at the meeting included:
  - A career planning packet that could be accessed on-line prior to advising appointments
  - Access to course syllabi on-line
  - Virtual Orientations for students who need a little review of what they heard at their New Student Orientation session
  - A Kettering University style “stick man” presentation. (Jason already has someone working on this!)
- **Student Focus Group/Technology Survey**- Four regional focus groups are planned, with one at LCC on November 7 in conjunction with the anticipated on-line services grants. SBCTC will pay 15 students to participate.
- **Opportunity Grant Update** – Sixty-one students are already enrolled through this grant program and Christina Treviño will start work on October 1 to coordinate the program. Thanks to everyone who worked to get this program going so quickly from inception to current student enrollment. Christina will be organizing and implementing all the wrap-around services planned to help make the students successful.
- **Gideon's on campus** – With permission from our Administration, Gideon representatives will be at campus entrances on October 3 handing out *New Testaments*.
- **STARS Scholarship software** – Marisa reported that the foundation grant she wrote has allowed LCC to purchase a software package which is imbedded on our Financial Aid website and will allow students to fill-in and submit Financial Aid applications on-line. The contract includes three-years of technical support. Electronic applications will be mandatory beginning in 2008-09.

- **Committee Reports** - internal webpage - <http://lcc.ctc.edu/info/minutes>
- **Academic Standards Committee** – Mary Harding reported that this committee has not met yet for 2007-08.
  - **Assessment Committee** – Wendy Hall reported that this committee will be convening next week. Assessment reports are due!
  - **Curriculum Committee** – Lynn Lawrence reported that this committee is scheduled to meet on October 10.
  - **Diversity Committee** – Dan Johnson is hoping to get some commitment out of members on this committee this year so it may move forward with the goals and timelines that were established two years ago. Meeting attendance has been very poor, and he is working with Mary in an attempt to overcome the lack of progress.
  - **Financial Aid Committee** – Marisa Greear reported that Maggie Stuart is the chair for this committee this year. They met in August and September to reinstated 22 of 26 petitioning students. They will be meeting again today at 3:00. Current plans are to name recipients and alternates for each scholarship awarded to lessen the turn around time faced when recipients fail to accept scholarship offers within stated timelines.
  - **Instructional Council** – Butch Henderson indicated that a meeting will be coming soon.
  - **Student Services ad hoc Social Committee** – Twylla Corrie reported that the summer office Olympics were lots of fun. She has photos!

➤ **Around the Table**

- **Bunpa Lim** – Students of Color are being encouraged to attend and join the Multicultural Club.
- **Dan Johnson** – Katie McKie is our new ASLCC Vice President. Please support the October 10 blood drive, participation has been low lately. Breast Cancer Awareness month will be acknowledged on campus through several presentations and displays.
- **Darcy Smith** – Although no longer a member of Student Services, Darcy will be providing monthly updates on the WorkFirst Program. A handout will be available soon describing the services provided through WorkFirst (formerly WBLTA)

- **Eileen Bergeson** – Things are pretty quiet in DTV with Faye out recuperating from knee surgery and Nadine making a very quick exodus September 14 to start her BTEC teaching career on September 17. Our fourth year of Title III ends this month and our fifth and final year begins on October 1.
- **George Henderson** – Direct students who need additional or late quarter credits to the short term, one- & two-credit HDEV courses.
- **Jason Hosenev** – Recruiting is on-going for students who meet the Student Support Services program requirements.
- **Jenny Smith** – A new title is being sought for the current *Prime Time* courses as we are transitioning from “Senior Study” courses which required an age of 65 into classes numbered below 100 which are simply offered for “adults” with no age requirement.
- **Joe Hobson** – The Rapid Response team is scheduled to serve about 155 prior Fleetwood home employees next week.
- **John Krause** – John reported briefly on the Opportunity Grant and a faculty in-service to develop pathways for the fields of study being covered by the Perkins grant.
- **Lynn Lawrence** – A new student who walked in at 7:29 a.m. on September 17 was able to meet with Jason Hosenev and start classes about an hour later! Registration staff members have initiated two new waivers fall quarter. One is for athletes and the other is for permanently disabled/deceased veterans and/or their dependents. There will be an ARC (Admissions and Registration Council) meeting on campus October 24-26 and the 60-70 attendees are expected to spend some of their time checking out the services we provide at LCC. Lynn is President-Elect for ARC.
- **Marisa Greear** – The Financial Aid office is trying to complete packing for all the last minute FA applicants.
- **Marleen Musso** – Work is underway to get Ed Plans software working on our website as an on-line resource for students and counselors.
- **Nicole Taylor** – Thanks for the welcome! She is happy to be at LCC.
- **Roxana Ahmadifard** – About 217 incoming students attended the recent Orientations for Running Start. We have 332 Running Start students currently enrolled versus 325 at the same time last year.

- **Sheri Akesson** – Lenore LeBlanc will be joining the cashiering staff during busy times each quarter.
- **Twylla Corrie** – There is a desk and a computer workstation in Twylla's area which will be going to surplus if no one claims them this week. The displaced homemaker workshops, which are ten hours/two weeks in length and tuition free, will be offered beginning October 1 and November 5.
- **Wendy Hall** – Wendy anticipates having the latest *Fact Book* available on-line next week. Managers will receive hard copies.

The next Student Services Council meeting is scheduled for Thursday, October 25, 2007.