



Student Services Council
June 5, 2008
Meeting Notes

Present:

Barbara Schoeffler, Buzz Gorman, Chad Meadors, Christina Treviño, Dan Johnson, Eileen Bergeson, Ernie Cadman, Faye Olason, George Henderson, John Krause, Kindra Chinchin, Laura Hammer, Lynn Lawrence, Marisa Greear, Mary Jane Melink, Nicole Taylor, Pat Boerner, Ronda Manick, Roxana Ahmadifard, Sallie Parson, Sandie St. Onge, Sarah Watkins, Tamra Bell, Therese Montoya, Twylla Corrie, Wendy Hall, and Mary Harding, Chair

Not Present: ASLCC representative, Betty Sjoblom, Bunpa Lim, Carol Carlson, Darcy Smith, Diane Armstead, Donna Walker, Jason Hosene, Jenny Smith, Jim Roffler, Joe Hobson, Karla Rivers, Kathy Carty, Kay Koski, Kirc Roland, Mary Stone, Maxine Babb, Megan DeGallier, Raeleene Akin, Scott Dennis, Sheri Akesson, Wes McGee,

➤ **Division Items**

- **Pacific Institute** – With the purchase of this goal setting & achievement program we are hoping to increase retention and student success. There may be required participation for certain identified programs such as New Student and Running Start Orientations, Opportunity Grant, CEO, ICP, IBEST, Transitions and other special population programs. It may also become a requirement for such subsets as students on academic probation or suspension. There was considerable discussion on how to create 1-2 credit courses with several staff members while maintaining continuity and cohesiveness. Many of the staff members who attended the two-day training have CD's available to check out, review, and return.
- **Lobby Furniture** – Our new lobby furniture will be delivered June 11. Mary requested some help arranging the furniture and Laura, Butch and Roxana volunteered. Dan will label the pieces he wants to have cleaned to use in the Quite Lounge and the remaining pieces will be sent to surplus. Questions were raised about the possibility of having the carpets cleaned or replaced and painting the walls during the furniture transition.
- **Office Moves** – Several office moves and space reallocations will be happening before fall quarter, including:
 - Portable B staff will be relocating due to the impending removal of Portable B

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Also available at: <http://lowercolumbia.edu/NR/exeres/3F2A72F6-EE96-43F1-988A-AA3BDD0D78DC>

- Don Talley Vocational Building classroom and office space remodels will displace some faculty
 - Most MATH faculty offices will be moving to the old Art Gallery area in the Main Building
 - A self-serve Café/Lounge will be created in the old Tutoring lobby area of the Alan Thompson Library lobby
 - Tutoring Center functions will be incorporated into the Learning Commons area on the main floor of the Library
 - CEO program will be moved to the International Building
 - Mary Leach will be moved to the English faculty area of the Instructional Office Building
 - Mark Bergeson, Gary Nyberg, and Don Correll will move to the Rose Center for Performing Arts
 - Nicole Taylor will move to the Student Center
 - Laura Hamer will move to Nicole's current space
 - Grady Tweit will move to Ernie's current space
- **Tobacco Free Campus Surveys** – Surveys will be conducted soon on the proposal put forth by our ASLCC Executive Council, Clubs & Organizations Board, and Student Nurses Organization to determine support for making LCC a tobacco free campus. The proposed policy would need to go through our normal policy review process and if approved would include the removal of smoking kiosks, cessations activities, and program support for currently smoking staff members.
 - **Budget Process** – Although we didn't expect any additional funds to be available, three funding requests were approved for 2008-09 including:
 - Community College Survey of Student Engagement (CCSSE) costs
 - Salary for Eileen Bergeson while she wraps up the final Title III reports
 - A full-time position in Financial Aid, replacing some hourly effort
- **Committee Reports** – (details at - <http://lowercolumbia.edu/internal/committees/>)
- **Academic Standards Committee** – Mary Harding reported that there is a student academic grievance in process.
 - **Assessment Committee** – Wendy Hall reported that there are new by laws for assessment reporting. 2007-08 assessment reports are due to Wendy no later than August 15 and they must be submitted to the Vice President for approval prior to being turned in to Wendy. Wendy will be attending an assessment conference on July 21.
 - **Curriculum Committee** – Lynn Lawrence reported that this committee will be meeting at 3:00 p.m. today.

- **Diversity Committee** – Dan Johnson reported that this has been a review year. The committee will be reformed next year with full campus participation, a strategic plan, and an action group.
- **Financial Aid Committee** – Marisa Greear reported that about half the 2008-09 scholarships have been awarded. Financial reinstatement appeals will be heard today.
- **Instructional Council** – Butch Henderson reported that Media functions will be moving into the old Tutoring area of the Library. Although further discussion is required next fall, suggestions have been raised to add a HLTH/PE requirement, remove a SPCH requirement, and investigate grade management.
- **Student Services ad hoc Social Committee** – Nothing new to report.

➤ **Around the Table**

- **Buzz Gorman** – 2008-09 financial aid packaging is on-going. Summer packaging is first priority and will be followed in order of applications received.
- **Chad Meadors** – The Mentoring Program is in full swing. With 13 students currently participating and a goal of 60 for fall quarter, mentors are needed! ☺ Contact Chad for further information on this personally fulfilling student assistance project!
- **Christina Treviño** – The Opportunity Grant is winding down on year one. We started with 40 students and have reached 70. Six students will be completing their 45 credits at the end of spring quarter.
- **Dan Johnson** – Multicultural activities are scheduled for today. The Quiet Lounge will not be housing classes as of summer quarter. A Cyber Café will be established in the former Game Room. The ASLCC Clubs Room is now AV friendly.
- **Eileen Bergeson** – The five-year Title III Grant will end on September 30. Spend down activities have placed technology in all our classrooms and the professional development library will soon be moved into our campus Library. Check out the June 10 Title III celebration and displays in the Library lobby. Ernie Cadman will be recognized for his many years of service at a reception this afternoon. Watch for Eileen's happy feet during the opening ceremony of the Rose Center for Performing Arts on June 28.
- **Faye Olason** – With the end of Title III just months ahead, Faye will be leaving us to become the lead teacher for Centralia's Alternative School. Karla Spromberg will be updating the Community Resources Guide.

- **John Krause** – In anticipation of another 100 Fibre employees expected to be without jobs soon, we are preparing to offer a Transitions class in July on career planning, skills assessment, Work Keys, and Key Train. We will be hosting high school teachers on June 20 with a Programs of Study workshop.
- **Laura Hammer** – If you are interested in forming a Relay for Life team, contact Laura.
- **Lynn Lawrence** – Raeleene will be receiving her AA degree at commencement this year. Students who are earning their degrees as summer completion must be enrolled by June 13.
- **Mary Harding** – Students who are facing a conflict of final exams and commencement practice on Friday, June 13 should take their finals and then head over to the gymnasium. We have beautiful new carpets for commencement this year. Tickets are being distributed now and caps, gowns, and honor cords will be distributed next week. Enrollment is up for the biennium and holding at 97%.
- **Nicole Taylor** – The Foundation has approved a \$1,000 grant for the Latino “Steps to Success” workshop. Nicole will be moving offices on July 3.
- **Pat Boerner** – Pat recently attended a conference in Los Angeles on grant writing so he may write a new five-year grant, which is due in October.
- **Roxana Ahmadifard** – There are already 267 Running Start students enrolled for fall quarter, which is very close to our goal of 300.
- **Sandie St. Onge** – Spring quarter is busily wrapping up with petitions for academic reinstatement, a student academic grievance, commencement planning, faculty contract negotiations, and a search for a new work study student.
- **Sarah Watkins** – The final CSI event last Saturday was well accepted by students and planning is underway for next year. There is a van trip to the Pullman campus of WSU June 15-16.
- **Tamra Bell** – High school Tech Prep visits have reached 1,600 to 1,800 students in Professional Technical programs.
- **Therese Montoya** – Faculty handbooks are being prepared for next year. Contact Therese with any updates you want included. Ed Plan training sessions are being organized.

- **Twylla Corrie** – We have received the Perkins Leadership Grant. DVD's are being prepared for a Crossroads/Life Transitions/Displaced Homemakers presentation. Camp Moxie is set for June 16-19.

The next Student Services Council meeting is scheduled for June 26, 2008.