



Student Services Council  
February 26, 2009  
Meeting Notes

**Present:**

Arlene Lopes, Betty Hayes, Carol Carlson, Christina Treviño, Donna Walker, Elena Wilkins, Jason Hoseney, John Krause, Josie Swim, Karla Rivers, Mary Stone, Mary Jane Melink, Meghan DeGallier, Pat Boerner, Renee Carney, Ronda Manick, Sandie St. Onge, Selah Mitchell, Therese Montoya, Twylla Corrie, Wendy Hall, Wes McGee, and Mary Harding, Chair

**Not Present:** ASLCC representative, Barbara Schoeffler, Betty Sjoblom, Bunpa Lim, Butch Henderson, Chad Meadors, Dan Johnson, Darcy Smith, Jenny Smith, Jim Roffler, Kay Koski, Kirc Roland, Laura Hammer, Lynn Lawrence, Marisa Greear, Maxine Babb, Raeleene Akin, Roxana Ahmadifard, Sallie Parson, Sheri Akesson, and Tamra Bell

➤ **Division Items**

Mary Harding welcomed our newest member, Renee Carney, and staff introduced themselves around the table.

- Budget Update - Mary provided information on our current budget situation, including the \$610,000 cut we have already put into place, the 10%-20% reduction scenarios being planned for next year, the cessation of out of state travel, hiring freezes, salary freezes, and the likelihood of work study reductions. Additionally, we are waiting to see how the stimulus package affects Pell grants and Worker Retraining assistance.
- Updating Online Schedule – Our on-line schedule will be updated three times daily (7 am – 11 am – 4 pm) through the first week of classes to help assure the most current class opening information. If you feel this isn't happening, contact Therese Montoya or Mary Harding. Encourage the use of *waitlist* for students who would like to enroll in a class that is listed as full.
- Community Based Job Trading Grant: Creating a Transportation Career Pipeline for Disadvantaged Youth Through Job Training in Warehousing, Distribution and Logistics – Mary Harding provided information on this three-year grant that was co-sponsored by LCC, Tacoma Community College, Yakima Community College and Goodwill. The funds will provide testing, advising, and veterans' outreach assistance.

- **Committee Reports** – (details at - <http://lowercolumbia.edu/internal/committees/>)
- **Academic Standards Committee** – Mary Harding reported that this committee has met once this year and has a student academic grievance scheduled for next month.
  - **Assessment Committee** – Wendy Hall reported that assessment is currently focused on Gen Ed.
  - **Curriculum Committee** – Lynn Lawrence reported that the distribution list has changed and our printed program planners do not have the current changes listed. Graduation applications are being corrected. Students may graduate under the catalog requirements they began their programs under as long as no more than five years have passed. Check the internal committee minutes site for complete information on the changes that were approved.
  - **Financial Aid Committee** – Josie Swim announced that this committee will be hearing petitions for reinstatement at 3:00 p.m. Students should check at the Financial Aid counter for petition requirements and forms.
  - **Instructional Council** – Pat Boerner reported that diversity and capstone requirements are being reviewed.

➤ **Around the Table**

- **Arlene Lopes** – Women’s History Month is being honored with a presentation on March 4 at noon in the STC conference room - “That Takes Ovaries”. ASLCC is planning a family movie night on March 11 from 4:00 to 7:00. New ASLCC officers are: President – Saydra Goodrum, VP for Activities – Shanin Hancuff, and VP for Affairs – Melina Montes.
- **Betty Hayes** – “Thanks” from Betty to everyone who assisted in making the recent Latino event – “Steps to Success” a real success! Approximately 150 students attended. A Running Start scholarship clinic is coming soon.
- **Butch Henderson** – Guidelines are being developed in Instructional Council to clarify the criteria and how that criteria is being met by capstone and diversity courses. Please provide input to any Instructional Council member.
- **Carol Carlson** – Our basketball teams are going to tournament next Wednesday. If they are successful, they will be participating in the final games on Sunday. You can listen on KLOG or KLOG.com. Men play at 8:00 p.m. March 5 and women play at 10:00 p.m. March 5. There will be baseball double headers at the Story Field for the next three weekends. Women’s softball starts on March 7.

- **Christina Treviño – The Opportunity Grant class** – “Success by Your Design” is being offered as a two credit pass/fail course spring quarter. It didn’t make the printed schedule, but it is in the on-line schedule. There are no tests in this class, just application of what is being learned.
- **Jason Hosenev** – Work is underway for a new grant “Child Care Access Means Parents in School”. The grant will provide “almost free” child care for 25 parent/students.
- **John Krause** – With the rolling shutdowns at Fibre, an anticipated 150 workers will be affected by the shutdown of the #5 machine, with 30 of those layoffs being permanent. Three separate but connected grants are being completed for next year.
- **Josie Swim** – “Thanks” for your support of Financial Aid and Marisa. Staff members are preparing for the financial aid clinics in April. Encourage students to apply for scholarships prior to the April 15 deadline.
- **Mary Harding** – Our fall and winter enrollment were both the highest ever at LCC. We are 200 FTEs ahead of our state target for the biennium! WSU-Vancouver has pulled the 2+2 program from our campus. How does this affect our 2+2 students who now have to drive to Vancouver? Consider the student impacts and provide statements to Mary focusing on that impact by next Monday.
- **Mary Stone** – Emergency and Second-Chance funds are expended and will not be available for spring quarter. The *Library Science* showcase was fantastic! The spring showcase will be *Social Work Psychology*. Mary will be teaching the Dependable Strengths class – HDEV 101 spring quarter. Mandatory WASL testing is coming up and students who want to graduate from high school must take (and pass) the test. That means some Running Start students will miss classes in order to take the WASL.
- **Meghan DeGallier** – Updates to Degree Audit are completed.
- **Pat Boerner** – This is a “catalog year” and the Curriculum Committee is busy with revisions and outcomes changes. We have a increase in deaf students on campus, necessitating coordination and collaboration with Twylla Corrie to provide complete services.
- **Renee Carney** – Renee is already “on-board”. She has participated in the five Running Start information sessions, helped with the Latino event, and worked to update the transfer resource library.

- **Ronda Manick** – The transition of responsibilities in Financial Aid has been great even though they have been facing difficult issues.
- **Sandie St. Onge** – Be sure to follow proper procedures when making purchases with our campus charge cards. 1) Prior approval for expenditure, 2) Detailed receipt and routing form returned with charge card upon completion of purchase, 3) NO alcohol or personal purchases. Questions? Need forms? Call Sandie – 2300.
- **Selah Mitchell** – There will be a meeting at 10:00 today regarding the new Health and Science building.
- **Therese Montoya** – Work is still underway to identify advisors and their advisees. Entry advisors have been meeting with “unknowns” while the lists are completed. It is necessary for students to provide their program intent every time they enroll. Advisors are assigned based on student intent codes.
- **Wes McGee** – High school COMPASS testing for Kelso, Woodland, and Castle Rock is keeping the testing staff busy! Running Start testing is scheduled for Saturday afternoon.

The next Student Services Council meeting is scheduled for March 26, 2009.