



Student Services Council
June 25, 2009
Meeting Notes

Present: Arlene Lopes, Barbara Schoeffler, Betty Hayes, Christina Treviño, Elena Wilkins, Jenny Smith, John Krause, Lynn Lawrence, Mary Jane Melink, Renee Carney, Sandie St. Onge, Selah Mitchell, Twylla Corrie, Wendy Hall, and Mary Harding, Chair

Not Present: ASLCC representative, Betty Sjoblom, Bunpa Lim, Butch Henderson, Carol Carlson, Chad Meadors, Donna Walker, Jason Hoseney, Jim Roffler, Josie Swim, Karla Rivers, Kirc Roland, Laura Hammer, Marisa Greear, Mary Stone, Meghan DeGallier, Pat Boerner, Raeleene Akin, Ronda Manick, Roxana Ahmadifard, Sallie Parson, Tamra Bell, Therese Montoya, and Wes McGee

➤ **Division Items**

- WDC Stimulus Opportunities – John Krause provided information on the two co-located staff from CAP and Employment Services who will be located in our area for a year beginning July 1; while they provide services to their clients and our students. Dina Morris will be stationed in the Career and Services area previously used by Diane Armstead, working with Technical/Professional and IBEST students who have an outcome to find employment. Her telephone number will be #2335. William Ezell will be using ADC 123 in the Financial Aid Office and he will be helping laid off workers to maximize their funding. His telephone number will be #2396. The hope is that by bridging the services of all three organizations we will build a better strategic alliance/relationship.

John also reported on the Southwest Washington American Recovery and Reinvestment Act of 2009 (ARRA) programs that will be offered at LCC for one year starting summer quarter. We will have two cohorts of Health Occupations Core – Nursing Assistant Certification, and one cohort each of Manufacturing Occupations Certificate of Proficiency – Discrete Processes/Manufacturing Occupations, Manufacturing Occupations – Continuous Process Manufacturing Certificate of Proficiency/Process Manufacturing, and Heavy Equipment Preventive Maintenance Certificate of Proficiency. In all, 55 students will be served by these programs between June 29, 2009 and June 21, 2010. Interested dislocated workers are encouraged to submit the ARRA application to WorkSource to determine their eligibility. Eighteen students have already been approved.

- Passport to College Promise - John Krause reported on this program for eligible students who have been in the foster care system. Goals have been set for next

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year that include: providing seminars in budgeting, financial aid, and scholarships; offering a “Success by Design” class; identifying high school liaisons; participation in Student Support Services; increasing tutoring availability; helping these students to self identify; and starting a student club. Inclusion in the mentoring program was also discussed. LCC has been commended for their strength of activity and commitment with this group of high risk students.

- Goals 2009-2010 – Mary Harding reported that the Annual Priorities for 2009-10 were sent out campus-wide this week by Linda Clark. These priorities govern our campus/department/personal goals for the coming year. Talk with your supervisors about ideas on how to match goals to these priorities. Managers will be discussing these priorities further during their mid-July goal setting meeting.
 - Student Services Survey – Wendy Hall provided a handout on the results of the survey from this year. She advised that this information is not meant to be shared and departmental results should not be compared. These results are used by department managers and directors to measure progress and for internal improvement. If you feel there are missing elements, talk with your supervisor about possible survey questions for next year. As you review the results from the last six years, remember that we had more students than ever this year and fewer service providers.
 - Carpet Replacement – Mary Harding reported that recarpeting is moving ahead very quickly and that the lack of anticipated odors is in part due to the use of a foam adhesive instead of carpet glue! The interruptions to service seem to be very minor. If your work area is not available, discuss with your supervisor the option of being relocated for the day. To accommodate our students who have payment due dates this week, we are extending their deadlines to Monday, June 29.
 - Summer Hours – Mary Harding explained that summer schedule requests are only needed for staff members who will not be working 7:00 am – 6:00 pm. Be sure your supervisor has signed approval of your work schedule before submitting the form to Mary for approval. Reduced hours (less than 40 hours per week) need to be covered by submitting a leave request. Office will be open to the public and services need to be provided from 7:30 a.m. to 5:30 p.m.
- **Committee Reports** – (details at - <http://lowercolumbia.edu/internal/committees/>) Most committees are not meeting during the summer.
- **Financial Aid Committee** – There will be a meeting on June 30 so students may petition for reinstatement of their financial aid. The committee is still meeting to finish awarding scholarships for 2009-2010.

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➤ **Around the Table** –

- **Lynn Lawrence** – The transcript printer is not accessible today during recarpeting activities. Registration received 62 new student applications on Tuesday!

- **Mary Harding** – Enrollment for 2008-2009 was the highest ever at 3,004 FTEs, which is well above the previous high in the mid 2,800's. We are currently 81% ahead of enrollment from last summer quarter and fall quarter enrollment is already above the level we reach by August last year. It promises to be another very busy year for LCC staff!

- **Renee Carney** – On-line advising is growing.

The next Student Services Council meeting is scheduled for July 23.