



Student Services Council
Thursday, August 26, 2010
Meeting Notes

Present:

Betty Sjoblom, Carmilla Rollins, Chad Meadors, Christina Jungers, Jenny Smith, Jodi Dahlke, Karla Rivers, Lynn Lawrence, Marisa Greear, Marisa Zylstra, Meghan DeGallier, Megan Jasurda, Nichole Seroshek, Ronda Manick, Sallie Parson, Sandie St. Onge, Tamra Bell, Wes McGee, and Lisa Matye Edwards, Chair

Not Present: Arlene Lopes, Ashley Bemm, ASLCC representative, Betty Hayes, Bunpa Lim, Carol Carlson, Donna Walker, Janay Schutz, Jim Roffler, Kirc Roland, Mary Stone, Pat Boerner, Roxana Ahmadifard, and Selah Mitchell

➤ **Division Items**

- **Enrollment** – Our FTEs are up, again, and more enrollments are anticipated. We have already met our fall target of 2547.
- **Cabinet update**
 - The ADC remodel project is moving along briskly and should be ready before the end of fall quarter. Office areas will have “safety windows” in the doors. Furniture will be ordered after the construction is completed to assure items fit.
 - Veteran’s Services have been approved to move from the Vice Presidents conference/file room to the Financial Aid office recently vacated by Co-Lo William Ezell.
 - Cabinet has approved the hire of part-time professionals to fill needed services in counseling and financial aid/entry center. Their work will be scheduled for peak activity periods as our four newest Ed Planners have been scheduled.
 - A Safety & Security Manager will be hired and discussion is underway to locate their office in the Admissions Building to provide services a little closer to most campus activity.
- **Building Monitors** – Replacements are needed to step up and spread the word in cases of “emergencies”. Training will be provided. Contact Lisa if you are interested.

➤ **Committee Reports**

- If you belong to a committee that has met recently and have important information to share with our staff that isn’t included in the on-line committee minutes <http://lowercolumbia.edu/internal/committees/>, send the data to Sandie for inclusion

in our meeting report.

➤ **Around the Table – dispensed**

As this is a very busy day on campus, with fall tuition payments due and a Running Start Orientation being presented, there was no “around the table” discussion today. Lisa did share a few important items:

- The Student Support Services grant has been renewed for another five years.
- Future Student Services Council meetings may be rescheduled to a different time period, but keep the current fourth Thursday at 9:00 meeting on your calendar for now. Lisa plans to use our meeting time for staff development and growth activities, problem solving, and engaging information sharing. Feel free to send ideas to Lisa by e-mail or talk with her in-person.
- Lisa will be returning to Denver in early September to finalize prior work commitments and to complete a home sale. At some point in October, the family will make the “big move” to their new home in Longview. During her absence, all paperwork should be routed as normal and Sandie will acquire necessary signatures as needed.
- Finally – “Thank you” for your warm and caring welcome and for all the amazing services you provide daily! LCC is a wonderful place to work!

The next Student Services Council meeting is scheduled for **Thursday, September 23, 2010.**