



Student Services Council
September 23, 2010
Meeting Notes

Present:

Arlene Lopes, Bunpa Lim, Carol Carlson, Chad Meadors, Donna Walker, Jenny Smith, Jodi Dahlke, Judith Chapar, Karla Rivers, Lynn Lawrence, Marisa Greear, Marisa Zylstra, Mary Stone, Meghan DeGallier, Nichole Seroshek, Pat Boerner, Sandie St. Onge, Selah Mitchell, and Lisa Matye Edwards, Chair

Not Present: Ashley Bemm, ASLCC representative, Betty Hayes, Betty Sjoblom, Carmilla Rollins, Christina Jungers, Janay Schutz, Jim Roffler, Kirc Roland, Megan Jasurda, Ronda Manick, Roxana Ahmadifard, Tamra Bell, and Wes McGee

Guest: Trista Mobbs

➤ **Division Items**

- **Welcome and Ice Breaker** – Our practically new Vice President for Student Success, Dr. Lisa Matye Edwards, welcomed everyone to the Student Services Council meeting, thanked them for their hard work, patience, and amazing services during our record level of enrollments, and then had everyone introduce themselves and tell where they work and what super power they would like to possess and why. It was nice for the newer staff members to connect faces with names and offices, while everyone enjoyed hearing super power wishes!
- **New SSS Director** – Lisa introduced Judith Chapar who is our new Director of Student Support Services. Judith provided a little background information on herself and the SSS/Trio program.
- **New SSS/Disability/Work-first area** – The remodeled SSS area is not quite ready for occupation. Occupants will move in before lobby furniture is ordered. The conference room will be scheduled by Sandie St. Onge. An open house “meet and greet” will be planned in the near future.
- **Budget Update** – The state’s 6.3% budget cut will be “across the board” and any business supported by state operating funds is affected. LCC is the most overenrolled community college in the State. At LCC, the additional \$812k cut means salary, hiring, and travel freezes are still in effect. The goal is to simply protect our institution and the staff members that support it. Although no decisions have been made, it is possible that our one-time over-enrollment

funds may once again be offered to encourage early retirements, as well as to replace needed system equipment and hire part-time hourly staff members who are not eligible for any form of benefits. Watch for announcements regarding “buy-out” options in the next month. Other cost-saving ideas that have been discussed include – cuts in instructional programs such as Transfer Express, more self-paced learning courses, and no Pell Grants. Our new reality is that we are expected to do more with less. Pay attention to your body and self-care to avoid burnout. On the up side, capital funds are still available for necessary facility upgrades and will be allocated as the State sees fit. Let your government representatives in the legislature, senate and congress know your feelings!

- **Electronic Copies/Communication** – When at all possible, do not print and send paper copies. Think twice, file electronically, save space and a tree, and use e-mail attachments as much as possible. The new copiers coming to the Financial Aid office and the Library copy room will have the ability to scan and send copies at a rate of three pages to one as electronic attachments.
- **Cabinet Update** –
 - **Night Classes** - Discussion is underway to develop a “brand” for our classes that are offered at night. Send your ideas to Lisa. Some ideas discussed at our meeting included – primetime, swing shift, happy hour, after hours, twilight, and adult degree program.
 - **Accreditation** – Visitors will be on campus October 18-20 for our ten-year reaccreditation. Make yourself available and be sure to attend any meetings that you have been invited to attend. Also, read Standard 3 of our accreditation report so you are aware of the information being reviewed by the accreditation team regarding our compliance, mission and campus communication.

Committee Reports – (details at - <http://lowercolumbia.edu/internal/committees/>)

- **Academic Standards Committee** – Lisa reported that this committee normally meets quarterly, but a Student Academic Grievance has been initiated so the committee timeline will be a little different this quarter.
- **Curriculum Committee** – Lynn reported that this committee has not yet met, but program reviews will be continuing.
- **Financial Aid Committee** – Marisa Zylstra reported that 35 of the 50 students who petitioned to have their financial aid reinstated were approved recently. There are still three scholarships waiting to be awarded. The other 21 scholarships have been awarded and the students have been notified.

- **Instructional Council** – Mary reported that this committee has not yet met.

➤ **Around the Table**

- **Arlene Lopes** – ASLCC had a successful BBQ on Tuesday and they will be having karaoke in the Cyber Café on Friday. The lottery drawing for 20 student parking spaces will occur at 5:00 p.m. Friday. Students may pay \$25 per quarter or \$50 per year for their space.
- **Bunpa Lim** – Now that Judith is directing SSS, Bunpa is back to making plans for the Multicultural Center.
- **Carol Carlson** – College sophomores will be playing at the All Stars tournament this weekend from 10 to 3. The Athletic Orientation on September 21 was well attended and covered items including accountability, academics, and LCC representation on and off campus.
- **Chad Meadors** – Our four “new” entry advisors did a fantastic job through their first quarterly enrollment cycle.
- **Donna Walker** – The lines in our ADC lobby have been crazy...very busy!
- **Jenny Smith** – The testing office is fine tuned and going like clockwork. Tamra has been fielding questions about Career & Employment services, Tech Prep, ICP, and WorkSource.
- **Jodi Dahlke** – Transfer Club will be taking a trip to Eastern Washington University and WSU next week. Contact her for further information.
- **Judith Chapar** – SSS numbers are growing. Send students her way to see if they are eligible for the SSS program.
- **Karla Rivers** – Classrooms are full!
- **Lisa Matye Edwards** – Thanks for answering questions, even though you are all so very busy! Lisa is looking forward to receiving her SMS training soon and participating in the Cabinet retreat scheduled for tomorrow. She will be off campus Wednesday when her furniture arrives and October 2-8 when she will be moving her family from Denver to Longview. She has one last duty at the University of Denver for NCAA accreditation and then she is all ours!
- **Lynn Lawrence** – Today is the 100% refund cut off for students officially withdrawing from fall quarter classes. A recent trip to Woodland high school found their students are readily accepting our *College in the High School* program.

- **Marisa Greear** – Financial Aid staff are busy! Approximately 100-150 students who applied for financial aid after the September 7 deadline are still waiting to be packaged and will most likely need to pay for their fall classes out of pocket. There was a 64% increase in financial aid applications this quarter!
- **Mary Stone** – The Foundation has provided \$2500 each quarter to be used for scholarships to help students needing books, etc. Students who receive the Pell are not eligible. The College Degree Showcase for fall quarter will cover our Health Services programs. There will be depression screening on campus October 7. Mary provided a handout with further information and contact information.
- **Nichole Seroshek** – Entry advising is still happening!
- **Pat Boerner** – Work is still underway for the Talent Search Grant, which will potentially serve 600 high school students with services similar to SSS.
- **Sandie St. Onge** – The Student Services accreditation notebook is still short a couple of department group photos as our departments have changed members somewhat this summer. Call Sandie when you are ready for your group photo! Please review our [emergency handbook](#) and be aware of the procedures to follow if you are dealing with a “hostile” situation (see page 15 for calling procedures and actions).
- **Selah Mitchell** – To fill current service gaps, Selah is learning about Co-Op procedures. Group advising for Health Services programs will be schedule in November.

The next Student Services Council meeting is scheduled for Thursday, October 28 at 9:00 a.m. in the Student Center Conference Room “A”.