



Student Services Council  
April 28, 2011  
Meeting Notes

**Present:**

Amber Lemiere, Anna Brodt, Arlene Lopes, Bunpa Lim, Carmilla Rollins, Chad Meadors, Christina Jungers, Jennifer Schapman, Jodi Dahlke, Judith Chapar, Karla Rivers, Linda Wilson, Lynn Lawrence, Marisa Greear, Marisa Zylstra, Meghan DeGallier, Pat Boerner, Sandie St. Onge, Selah Mitchell, Steven Chapman, and Lisa Matye Edwards, Chair

**Not Present:** Aaron McNabb, Ashley Bemm, ASLCC representative, Betty Hayes, Betty Sjoblom, Carol Carlson, Donna Walker, Janay Schutz, Jennifer Houge, Jenny Smith, Jim Roffler, Kanna Hudson, Kirc Roland, Megan Jasurda, Micah McKee, Nichole Seroshek, Ronda Manick, Roxana Ahmadifard, Stacey Yuman, Tamra Bell, and Wyler Beterbide

**Guest:** Renee Carney, eLearning Manager and Dani Trimble, ICP

➤ **Division Items**

- 2011-12 Budgets – A special legislative session has been called, but to date we have no answers. Budget cuts are in the works, but the exact amount is unknown. Tuition increases will be around 11%, designed to offset the budget cuts. As previously stated – LCC’s goal is to maintain our workforce and continue to provide the programs our students and community needs.
- Budget Cut off for 2010-11 – Joe Quirk sent you this information in late March and Sandie resent his memo to all of you this morning. The April 22 PR deadline for “long-lead” purchases is past. May 13 is the final PR deadline. To speed up the process in the next two weeks, deliver any paperwork that does not require Lisa’s signature directly to the business office. Small purchases may still be processed by credit card until June 17.
- Crisis Intervention Training – All staff have been invited to participate in the crisis intervention training tomorrow from 9:00 to 4:30 in the Rose Center. Our building was posted last week to inform students and staff that our services may be limited. Our work study and student help workers will provide limited services in our absence, but it may be necessary for some areas to be closed. A follow up session to train our student workers will be arranged by Judith Chapar. Lynn Lawrence will contact the Library to include their student

workers as well.

- WSSSC Conference – Twenty staff attended the WSSSC conference in Wenatchee last week where they had a wonderful opportunity to attend several timely breakout sessions, listen to two well spoken presentations, and compare best practices with colleagues from 34 community colleges across the state. Follow up group meetings in the next couple of months will start the process for developing new strategies based on the great information gathered from this conference.

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

- **Academic Standards Committee** – Lisa Matye Edwards reported that procedures are being reviewed regarding academic dishonesty and incomplete grades.
- **Curriculum Committee** – Lynn Lawrence reported that beginning fall 2011 the nursing program will be awarding AAST degrees. She also indicated that diversity courses are being discussed in earnest.
- **Financial Aid Appeal Committee** – Marisa Zylstra reported that the committee is meeting monthly and always has more business at the end of every quarter.
- **Instructional Council** – Lisa reported that this committee is being revamped by Laura Brener and she hopes to add some Student Services representatives to the mix.

➤ **Around the Table**

- **Arlene Lopes** – May 6 is the priority deadline for ordering student caps and gowns for commencement. May 24 is scheduled for the Outstanding Student Awards. May 31- June 2 will be Red Devil Days.
- **Bunpa Lim** – May 16-18 will be Intercultural Week with activities scheduled at noon each day. May 21 is the local Pow Wow. June 4 is the annual International Festival.
- **Chad Meadors** – A student ambassador grant is being prepared. ITRANS is being added to the on-line schedule as a “by permission only” course.
- **Christina Jungers** – A career services presentation is being planned and will include our new career specialists.
- **Jennifer Schapman** – We already have 100 new Running Start students for fall quarter. There are 77 participants working through the “Biggest Loser”

program. Deana Latson will be speaking on nutrition tonight in the Student Center.

- **Jodi Dahlke** – There will be a van trip to Central University and Heritage University May 13-14.
- **Judith Chapar** – There are 240 students in the SSS program. Planning for the summer bridge program is underway.
- **Karla Rivers** – Summer registration begins on Monday, May 2.
- **Lisa Matye Edwards** – Faculty negotiations are underway. Four finalists have been identified for the Presidential position. Participate in the forums, ask the hard questions, and be consistent in your questions for all four candidates. Read the weekly newsletter and consider providing weekly nuggets of information about your programs as well. Summer projects include bumping out the ADC front area, addressing the CEO space needs, and developing a multicultural center and student computer area in the Student Center.
- **Marisa Greear** – Huge changes are coming to state and federal financial aid regulations. Fourth quarter PELLs may no longer be available. Two 150% timeframes will be available to accommodate program changes. Satisfactory Academic Progress will soon require 67% completion of attempted cumulative credits. The *progress report* is changing to an *attendance verification*.
- **Marisa Zylstra** – About 45 students appealed their spring quarter financial aid termination.
- **Meghan DeGallier** – The list of graduates this year is currently at 718 compared to 550 last year.
- **Pat Boerner** – Nominations for the student Hall of Honors are due by May 16.
- **Sandie St. Onge** – Review the purchase deadline message that was sent to you this morning and work with your supervisor to prepare PR's for any needed items or items that would make your work more efficient, whether you have the funds or not. One-time excess enrollment funds may be available. The fully completed PR's must be reviewed, prioritized, and approved by Lisa prior to the May 13 deadline, so do not delay!
- **Steven Chapman** – Steve has emailed instructors to let them know Career Services is up and running again and is ready to provide classroom education.

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Also available at: <http://lowercolumbia.edu/internal/committees/student-services/>

The next Student Services Council meeting is scheduled for Thursday, May 26.

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