



Student Services Council

October 23, 2012

Meeting Notes

Present

Amber Lemiere, Brian Isbell, Carmilla Rollins, Chad Meadors, Christina Jungers, Donegal Fergus, Donna Walker, Karla Rivers, Lynn Lawrence, Marcy Gilchrist, Margit Brumbaugh, Marisa Greear, Marisa Garrison, Megan Wiggins, Meghan Averette, Sandie St. Onge, Selah Mitchell, Stephanie Peerboom, Taneka Washington, Traci Fuller, Traci Hilligoss, and Lisa Matye Edwards, Chair

Not Present

Aaron McNabb, Anna Brodt, Ashley Bemm, ASLCC representative, Betty Hayes, Betty Sjoblom, Breanne Tomalin, Bryan Bales, Bunpa Lim, Crystal Heitz, Grady Tweit, Harlan Crusier, Heidi Hamer, Jamie Creech, Jennifer Houge, Jenny Smith, Jessi Hanna, Jim Roffler, Jodi Dahlke, Judith Chapar, Kami Bair, Kara McElroy, Kelly Johnsen, Kirc Roland, Leesa Johnson, Linda Wilson, Lupe Rodriguez, Megan Jasurda, Nichole Seroshek, Pat Boerner, Ronda Manick, Roxana Ahmadifard, Megan Peaker, Shalaina Joiner, Shannon Wachob, Steven Chapman, Tamra Bell, Wyler Beterbide, and Yvonne Martin

➤ Admission Process

- Lisa spent yesterday at Clark reviewing the LEAN process (which removes redundant steps from existing procedures) and providing insight to steps we have taken through ATD. With our current ATD processes do we need LEAN too? Shared services are possible and expected by the Legislature for groups of colleges within 50 miles of each other. Combined services are not expected. The Hill Group will determine where efficiencies can be found through upcoming surveys.
- Group review – GPS 1.0, 2.0, and 3.0, admission to advising, advising to classroom, and classroom to graduation handouts were reviewed and suggested changes were discussed. Consistency is needed from all avenues of information provided to students.
- Group Review of Referral Questions (internal use only) - Jenny is working on a document of referral questions for use internally to determine student referral processes. The group reviewed a handout of these questions and suggested changes were discussed.
- Let's all get on the same page with information being provided to students -
 - Application Deadline - The application deadline for winter quarter for degree seeking students is December 10. PERIOD After that date, Registration will provide the following information:
 - The student is accepted for spring quarter enrollment.
 - If they wish to get a jump start in preparation for spring enrollment, they might want to consider -
 - Taking the "jump start" classes that begin on January 28, and/or
 - Taking one of the math boot camp sessions (dates have been set for the entire year), and/or
 - Starting their financial aid application process for spring enrollment.

Distributed by e-mail on 01/07/13

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

- NOTE: Self-paying students who are “ready to go” may be granted exceptions to the application deadline on an individual basis if they are deemed good candidates for success.

➤ Around the Table

- **Amber Lemiere** – GPS drafts are keeping Amber busy. Send update suggestions to Amber. There will be a GED launch event soon. Amber and Nichole will be traveling to a Compass Conference in South Carolina October 30 – November 3.
- **Chad Meadors** – A student forum will be held on November 6 with about 50 students providing their input on the advising process. An staff advising form will be held on November 13 with 40 staff anticipated to provide their input on the advising process. Please plan to participate.
- **Lisa Matye Edwards** – Inform yourself on [HB 1079](#) regarding “undocumented” students. Brianne Tomalin’s temporary replacement is Darren Swegler. Aaron and Jennifer will be covering Megan Jasurda’s students while she is out. Commencement will be held at Kelso stadium this June and will include our GED and HSC students. Although campus will be closed on November 12, Math workshops will still be offered on that day. ATD coaches will be back on campus November 13. Please contact Chad and volunteer to participate in one of the advising forums. A video completion for ATD will result in scholarships for some students who are willing to share their success stories. Two new positions will be advertised in our area soon. One is for a credential support person and one is for a career reception person. The Career “director” position is still in limbo.
- **Lynn Lawrence** – Degree Audit training continues. Winter student PINs went out to advisors today.
- **Marcy Gilchrist** – Volleyball spirit night will be at the game tomorrow night. The annual ASLCC Harvest Fest is scheduled for Tuesday, October 30. Admission is two cans or boxes of sustaining nutritional food. We are participating in the KGW toy drive. Looks for containers in the Student Center. Pre-college mathematics scholarships are available for certain Running Start students. RS registration for winter 2013 starts tomorrow.
- **Margit Brumbaugh** – We currently have no international students identified through our contract with Green River. Margit will be meeting with GR staff later this week to gain further information, while we wait for approval from SEVIS to enroll international students under the age of 18. We are still advertising for an IELTS instructor for this new program. Five local families have agreed to host international students. Ten additional host families will be needed soon. Margit and Lisa will be traveling with a group of Longview school district employees to China November 7 – 17.
- **Megan Garrison** – A Veterans’ Panel is scheduled for November 9 from noon to 1:00 in the Student Center conference rooms.
- **Marisa Greear** – Federal financial aid regulations are changing again and will require an increased level of verifications. Students will need to provide ID in-person or in a notarized format by e-mail. The financial aid handbook is being updated to include the new regulations.

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Send any update suggestions directly to Marisa.

- **Sandie St. Onge** – Flu shots are available this week in ADC 129. Sandie will send out the schedule and the Community Health Survey link.
- **Selah Mitchell** – There will be a Transfer Fair in the Student Center Commons on Wednesday.
- **Stephanie Peerboom** – Worker retraining sessions are continuing. Tuesday workshops will now be titled “welcome” workshops, rather than FAFSA workshops.
- **Traci Fuller** – The next orientation session for HEDV 100 is scheduled for noon on Thursday in the Career Center.
- **Traci Hilligoss** – Soccer spirit night is scheduled for October 31.

The next Student Services Council meeting is scheduled for **November 27, 2012**.