



Student Services Council
May 28, 2013
Meeting Notes

Present: Angel Ruvalcaba, Betty Hayes, Betty Sjoblom, Brian Isbell, Bunpa Lim, Carmilla Rollins, Chad Meadors, Christina Jungers, Darren Schwegler, Donna Walker, Jenny Smith, Jodi Dahlke, Judith Chapar, Kami Bair, Kelly Johnsen, Leszek Cromwell, Lynn Lawrence, Margit Brumbaugh, Marisa Greear, Megan Jasurda, Megan Peaker, Meghan DeGallier, Nichole Seroshek, Pat Boerner, Ronda Manick, Roxana Ahmadifard, Sandie St. Onge, and Lisa Matye Edwards, Chair

Not Present: Aaron McNabb, Anna Brodt, Ashley Bemm, ASLCC representative, Breanne Tomalin, Bryan Bales, Crystal Heitz, Donegal Fergus, Grady Tweit, Harlan Crusier, Heidi Hamer, Jamie Creech, Jennifer Houge, Jessi Hanna, Jim Roffler, Kara McElroy, Karla Rivers, Kirc Roland, Kristy Enser, Leesa Johnson, Linda Wilson, Lupe Rodriguez, Marcy Gilchrist, Marisa Garrison, Megan Wiggins, Shalaina Joiner, Shannon Wachob, Stephanie Peerboom, Steven Chapman, Tamra Bell, Traci Fuller, Traci Hilligoss, Wyler Beterbide, and Yvonne Martin

Guests: Angela Dahlke, Sarah Griffith

➤ **Updates from Lisa:**

- Commencement and graduation for HSC and GED will be held at Kelso High School on Friday, June 21 at 6:30 p.m.
 - Volunteers are needed and responses should be sent to Sandie
 - Possible shuttle with Tri-Rivers Transit is being arranged by Nolan Wheeler
 - Wear your LCC clothing and name tag
 - Rehearsals will be held during finals week at LCC Rose Center
 - Wednesday, June 19 at 3:00
 - Friday, June 21 at 11:00
 - Late applicants must meet with Lynn, Meghan, or Nichole
- There are plenty of special meetings and celebrations this time of year. Be sure to notify newer members of our staff so they know how to dress and when to be present:
 - June 14, 3-5, Rose Center - Spring Reception
 - June 17, all day events –
 - 8-12:30 – continental breakfast and global citizenship presentation
 - 11:45-1:30 - staff picnic [last name A-J bring chips, K-Z bring beverages]
 - 1:30-3:30 – sustainability presentation
 - June 18, Staff Recognition Breakfast (Classified & Exempt served by Administrators)
- Summer hours begin June 24 and end August 30. Buildings are to be open with services being provided from 8:00 a.m. to 5:00 p.m.
- More and more communication is being made via email to our students. Reinforce the message with students you come into contact regarding the importance setting up and

SSC - 05-28-13

Distributed by e-mail on 06/13/13

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

regularly checking their email. Digital literacy is vital and students may access several labs on campus if they do not have email at home.

- The State budget is still on hold. A special session is planned for August. You may follow it at the SBCTC website.
- As we move into a new academic year, we anticipate more Achieving the Dream initiatives to become part of our monthly Student Services Council meetings, including diversity and equity professional development, mapping effective intervention and positive results, such as making process maps, and breaking into small work groups as we move forward. Steps such as moving back the wait list date have already begun.
- Kickoff is just around the corner as we begin to move from the current SMS, FMS, and PPMS systems to the new ctcLink system. Screens and functions will be similar; terminology will be new in some cases to, but eventually all colleges state-wide will be using the same system. The kickoff begins in six weeks for first-waive colleges, including LCC.
- An announcement is expected in the next two weeks regarding the Career Center Manager position.

➤ **Around the Table:**

- **Bunpa Lim** – The international festival will be held this Saturday at Mark Morris and starts off with a diversity walk at 9:00 from the LCC parking lot.
- **Lynn Lawrence** – There will be an LBGTQ session on Friday morning from 8:30 to 9:30.
- **Megan Jasurda** – Temple Graden will be making a presentation on Friday, June 7 in the Diversity and Equity Center at noon. Bryan Bales will be making a veterans presentation today at 3:00 in LIB 103.
- **Sandie St. Onge** – Visa statements came in yesterday and there are currently 24 receipts outstanding. If staff members continue to neglect routing their visa receipts after using college visa cards for travel and purchases, the cards will no longer be made available to them. Travelers will be required to self-pay and wait for their travel expense vouchers to be processed for reimbursement. Purchases will revert to the purchase request process and we all know how much longer that takes.

The next Student Services Council meeting is scheduled for Tuesday, June 25 at 9:00 in the Heritage Room of the Administration Building.