



## Student Services Council January 24, 2017 Meeting Notes

**Present:** ASLCC representative-Tom Holtlander, Betty Hayes, Brian Isbell, Carmilla Rollins, Chad Meadors, Eddie Smith, Jennifer Houge, Jessica Harris, Jodi Dahlke, John Killian, Justin Ford, Kami Collette, Kara McElroy, Karen Boyle, Karla Rivers, Leah Sanchez, Leszek Cromwell, Lisa Kay, Lupe Rodriguez, Mary Kate Marthaller, Matt Johnson, Micah McKee, Nichole Seroshek, Nicole Walker, Paz Clearwater, Sandie St. Onge, Sarah Nichols, Shalaina Williams, Shannon Vantrease, and Sue Orchard, Chair

**Guests:** Brian Sharp, Crystal Heitz, Demetrye Wilkins, Heather Woodridge, Jenny Smith, Katherine Sully, Marie Boisvert, and Steven Boyer

### ➤ Updates

- Introductions and a name your “theme” song ice-breaker activity started the well-attended meeting.
- Professional Development was briefly discussed and those in attendance were given 3 x 5 cards so they could provide their suggestions on training options and preferred mode of presentation to Sue for data currently being collected by Melinda Harbaugh.
- Budget and enrollment updates were provided as the college prepares for 2017-18 with a reduced enrollment forecast budgets are also expected to be down. Sue will be working with her directors to make plans. It is essential that we make the best use of our outreach, recruitment, and marketing options. How can we keep our students here? We need high quality, high touch efforts and persistence in supporting our students.
- Diversity and equity training opportunities are on the way in the form of a three-hour SafeZone training March 24 from 1:00 to 4:00. Contact Dani Trimble or your supervisor to be included. Watch for further announcements. Please provide Sue or HR with your input on this quarter’s diversity course in Canvas.
- ctclink is on hold for *Wave 1* colleges (LCC, Clark, Peninsula, Grays Harbor, Green River, Columbia Basin, and Pierce) as issues continue to plague the *First Link* colleges (Tacoma, Spokane, and Spokane Falls) who are currently four years behind their original schedule with Ciber and Gartner.

### ➤ Around the Table:

- **Angel Ruvalcaba** – New Student Orientations are underway now through the end of March for incoming spring quarter students. Math Bootcamps are scheduled for March 1, 15, and 16. Auto

place is working well with the many agreements currently in place with our new placement process.

- **ASLCC Rep – Thomas Holtslander** – January 25 is Basketball Spirit Night. This *white out* event will provide the first 100 fans with t-shirts. Pizza and door prizes will also be provided by ASLCC. February 9 will be the annual Family Cultural Night in the Student Center from 6-8. Cultures being celebrated this year include Australia, Thailand, Greece, Hawaii, and Japan.
- **Betty Hayes** – Several campus tours/events are planned soon, including the *Sophomore Career Fair*, which is usually held at Kelso High School. This event is planned for March 31 and will bring 400-500 students to our campus. Contact Betty if you are interested in volunteering to help students and teachers find their classrooms for this event between 9:00 and 11:00.
- **Brian Isbell** – February 20 is the deadline to apply for financial aid for spring quarter if students want to be considered for priority consideration.
- **Brian Sharp** – The annual Health & Sciences career presentation is planned for February 14.
- **Chad Meadors** – Chad is seeking input on both summer and fall class schedules. Those of you who work most closely with students have a very good understanding of the positive and negative issues faced when developing a student's quarterly enrollment plan within the days and times classes are made available. Conversations are being held on math de-enrollment issues. In the meantime, if your student can handle 15 credits, it is preferable to start them at that level so they maintain full-time status if they are dropped from the final two credits of the 3cr/2cr mathematics courses.
- **Crystal Heitz** – WorkForce is piloting a new workshop that takes the place of several workshop options. It will funnel students to their area of interest, provide good basic information, and help conserve staff time. It also reinforces their TRiO partnership connection.
- **Eddie Smith** – Data from the past several quarters of retention calling shows an increase of 15% for those students participating in the retention program.
- **Heather Woodridge** – Funds raised from the upcoming February 4 performance of the *Vagina Dialogue* will go to the Emergency Support Shelter.
- **Jenny Smith** – Scholarships open in just a couple of weeks. Check the event calendar for workshops in February and March to help students prepare better scholarship applications.
- **Jodi Dahlke** – TRiO needs 80 more transfer students. Send potential students to Jodi.
- **John Killian** – The *Students of Color* conference will be held April 6-8 in Yakima. Ten students will be able to participate and their costs and transportation will be covered by the Multicultural

Club.

- **Justin Ford** – LCC is still in the mascot challenge. “Like” the links at Facebook, Instagram, or Facebook and share them with your friends. #nwacmascotchchallenge2017
- **Kami Collette** – Priority registration appointments for running start students begin February 13 and end February 24. Information sessions will be held in March.
- **Kara McElroy** – Fall admission application processing is underway prior to the spring scholarship deadline.
- **Katherine Sully** – The BFET team and WorkForce members are doing a class outreach. Refer potential students to Katie.
- **Leszek Cromwell** – Advising for pre-nursing students will begin on February 14. Students may schedule their appointment at the Entry Center.
- **Lisa Kay** - If you are aware of veterans having difficulty passing classes, have them talk with Crystal, Leszek, or Lisa to avoid the possibility of repayment. A “true and honest” F is better than dropping to less than full-time enrollment status. The math series is a real issue. Priority spring quarter enrollment for veterans and their dependents begins February 24. There will be one or two openings in the financial aid office for veteran student work study. They must be at least  $\frac{3}{4}$  time and receiving veterans’ benefits to be eligible.
- **Marie Boisvert** – There are currently 21 international students enrolled winter quarter. There will be several Japanese students from Atomi University on campus for three weeks in February for a short-term English and Cultural experience. Host families are always needed. If you have student help openings that could be filled by an international students, contact Marie. Campus integration discussions are underway to help our international students feel more a part of the LCC climate.
- **Mary Kate Marthaller** – Relationship building efforts are underway between DSS staff and faculty to encourage compliance for our DSS students.
- **Micah McKee** – Work begins mid-February for 2017-18 ISIRs (Institutional Student Information Record).
- **Nichole Seroshek** – Spring quarter enrollment dates include:
  - 2/24 – Priority registration for veterans and their dependents
  - 2/27 – Priority registration for students enrolled winter quarter
  - 3/6 – Open registration

- **Nicole Walker** - Campus tours for east-side colleges will be held in March and for northern college after spring graduation.
- **Paz Clearwater** – The event calendar is being developed. Please provide information and check regularly to see what is happening!
- **Sandie St. Onge** – In case you don't check LCC job openings on a regular basis (we all love working with our LCC family so much, don't we!!), you may not be aware that Sandie's position is posted. Applications are due this Friday, January 27 with a hopeful start date of mid-March. Sandie will be with us through the end of this quarter and is hoping to have a couple weeks of training time with the person selected to be Sue's new assistant. Sandie's international duties are not being carried forward with the new position. Let's keep everything light and happy for her throughout the transition please. 😊 [Don't worry be happy!](#) is Sandie's theme song.
- **Steven Boyer** – A pilot program to investigate into economic class accountability and self-sustainability is being made available to WorkFirst students.

The next Student Services Council meeting is scheduled for February 28, 2017.