



Student Services Division Meeting

November 16, 2010

3:00 - 4:15 pm

Location: Staff Lounge

Minutes

Present: Jeff Baker, Kimberly Tomlinson, Sylvia Rodriguez, Paula Schoenecker, Scheanelle Green, Janice Cantua, Todd Steffan, Jim Gioia, Mike Schwarz, Andrea Alvarado, Barbara Morrissey, Andi Schreiber, Daysi Valle, Ann Jones, Cynthia Ross, Chris Lee, Gilberto Victoria, Debbie Earney, Sally Stickney, Susan Hiraki, Nancy Wright

- I. **Welcome:** The meeting was convened at 3:05 pm and VP Jeff Baker welcomed everyone. Updates included: The Legislative Analyst's Office (LAO) says without any corrective actions there will be a 25.4 billion dollar deficit during the next two years. This, of course, is a statewide challenge. The 2% growth is now off the table and the .3% COLA is an unknown at this time. We should probably expect mid-year cuts.
- II. **Approval of Minutes – October 19, 2010:** VP Baker asked for review and approval of minutes. It was moved and seconded to accept as written – unanimously approved.
- III. **SB 1440 Plenary Update:** VP Baker, Mike Schwarz, and Sarah Thompson attended the transfer degree Plenary Sessions. The Academic Senate will be a major player. It is expected that the state will push out information in January. Transfer degree will be Community College driven with CSU input. Mike Schwarz said degrees should be in place by Fall 2011. Collaborate with CSUs and Community College Faculty to schedule meetings, by disciplines, to create a model. If we use a model, the Chancellor will streamline approval. For recognition purposes, SB 1440 will be included in the degree title. MORE TO COME.

VP Baker took a moment of time to acknowledge everyone is working hard during these short staffed, challenging times. It is important to stay positive so please take a moment of time to talk to your neighbor about three things you enjoy about working at LPC . . .

Supportive colleagues, parking is good this year, sense of collaboration – it feels GOOD, making a difference in the lives of students, new facilities are great, all the departments come together to share in events, small town feel.

GREAT JOB everyone!

IV. Committee Reports:

Campus Change Network (CCN): Kimberly Tomlinson - No report.

College Enrollment Management Committee (CEMC): Chris Lee – The committee met and approved the Summer schedule. Nicole Huber is working on it now. It's on the Grapevine under Committees. This Friday, next year's academic school year calendar will be approved.

Curriculum: Andrea Alvarado – SB 1440 coming through the committee.

Distance Education: No report.

District Budget Study Group (DBSG): No report.

District Enrollment Management Committee (DEMC): Sylvia Rodriguez – the committee meeting was canceled.

Facilities: Janice Cantua – Water leak through the central wall in the College Center for the Arts (CCA). Bldg. 1400 scheduled for demolition.

Food Services: Susan Hiraki – No report.

Health & Safety: Susan Hiraki – Vandalism at LPC is on the rise. Student Health Center: 640 visits, 14 urgent, 55 mental health.

Institutional Effectiveness: Jim Gioia – First year priorities sent to President Lease; he'll determine next steps/direction. Discussed task assignments and institutional indicators (use to determine effectiveness). A sub committee was formed to determine how to align with Program Review.

Planning and Budget Committee (PBC): Todd Steffan – The Equipment Requests have been ranked and sent to Natasha. President Lease will receive shortly for a final funding decision.

Staff Development: No report.

Student Equity & Matriculation (Formerly Student Success): Kimberly Tomlinson – There was an extensive discussion regarding the Welcome Center/Orientation - what it looks like and outcomes. The embedded counseling has made an impact, particularly in English. How can we use students more effectively? Perhaps include in some components of embedded counseling.

Student Learning Outcomes: No report.

Sustainability: No report.

Technology: No report.

- V. Other:** Chris Lee asked: What was the issue with the priority numbers and wrong dates on the postcards? Two mailers with different dates were sent out. Debbie Earney sent the information to IT and it appears IT made a typo. The second postcard contains the correct information. Some students are coming to

the Counseling Office with the issue. Please send students to Admissions & Records per Sylvia Rodriguez.

Gilberto stated Counseling continues to see students who are eligible to take classes, however, the system isn't recognizing the override codes and in-progress pre-reqs. Work-around: Fill out the orange Course Prerequisite Verification form noting "IT ISSUE."

- VI. DSPS Learning Skills Presentation by Paula Schoenecker.** "Everything You Wanted to Know About LD, But Were Afraid to Ask." (PowerPoint presentation attached on intranet minutes).

Meeting adjourned at 4:25 pm.

Minutes submitted by Julie Thornburg.

Next meeting: Tuesday, December 21, 3:00 - 4:15 pm, Staff Lounge.

Next presentation: Tuesday, February 15, International Student Program by Cindy Bolero and Sean Day.