WEST VALLEY COLLEGE  
***STUDENT SERVICES COUNCIL***  
Sept. 21, 2010 Unapproved Notes

### ATTENDANCE

<table>
<thead>
<tr>
<th>Name</th>
<th>Pres.</th>
<th>Abs.</th>
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<td>Victoria Hindes</td>
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<td>Elise Johnson</td>
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<td>Cheryl Miller</td>
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<td>Carol Pavan</td>
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<td>Maritza Cantarero</td>
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<td>Joe McDevitt</td>
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<td>Becky Perelli</td>
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<td>Vacant</td>
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<td>Ginny Aragon</td>
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<td>Inge Bond</td>
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<td>Irene Serna</td>
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<td>Sara Patterson</td>
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<td>LeAnn McGinley</td>
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<td>Michelle Donohue-Mendoza</td>
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<td>Steve Higginbotham</td>
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<td>Angelica Bangle</td>
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<td>Jean Finch</td>
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<td>Marta Mora-Evans</td>
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- **Pres.**: Present
- **Abs.**: Absent

**Vice President, Student Services**
- Educational Transition
- Director, DESP
- Student Services Division Chair
- Director, Financial Aid
- Outreach
- Classified Senate Representative
- Dean of Student Support Services
- Research Analyst
- Director, EOPs
- Counseling Department Chair
- Assessment/Articulation/Curriculum
- Campus Center Director
- Academic Senate Representative
- ASB Representative
- Barnes and Noble Representative
- Director of Matriculation
- College Council Representative
- CalWorks

Move to approve SSC 9/7 Minutes  
MSC: Michelle, Irene, Unanimous

### FURLoughs

- Faculty will determine how to work around furloughs
- Common furloughs counseling, A&R, Campus Center will be closed
- Each program will have to base furloughs on the staff needs & program needs & individual needs

### HEOA

- **STEP 1**: Do an inventory --- do we have any data already?
- **STEP 2**: Assess each the each work site  
  - Maritza – Fin Aid & loans  
  - Becky- Health & Safety
- **STEP 3 and beyond**: Eventually there will be one central “clearinghouse”, a page where individuals have access to “the-right-to-know” info, everything will be linked.
- For now, take a look at HEOA contents and email Victoria.
UPDATES

Maritza –
- Fin. Aid is 5 weeks behind.
- Fin Aid Appeals are 4 weeks behind.
- WVC is at already at the 10,000 mark.
- Reviewing operations to strategize how to address backlog
- Special cases with “urgent needs” will be individually
- Cannot process loans at the moment

Michelle
- 32% return rate on survey
- All positions in the Student Senate elections have been filled
- Voting has started and times are 7am-7pm in the Campus Center
- Confirmations on voting results will be done by Oct 5th with student reps taking their posts on committees after that date.
- Candyland is up for sale
- Campus Center is scheduled to move sometime in Oct 15-17

Jeff
- 200 students helped, 60 appnts a week, 40-50 tutors are on the books

Jean
- College Council needs feedback on new logos and taglines
- Review and send Jean picks for favorites; favorite logo and favorite tagline
- “Our vision, our mission, our future” is in progress, with the Vision and Mission of the college finalized by the end of the year.
- “zero based budgeting” – 1 million discretionary funds, only fund “100”
- For funding requests make us of program reviews, state specifically what is needed and how it will impact the program

Cheryl
- Student Count up 12% in DESP but down 3 staff
- LS classes are all at 25-30 students
- Still looking for “name” for the DESP newsletter

Marta
- CalWORKS will have same funding
- More individuals are using up there unemployment which will have an impact on the program
Becky

- Student Health Services has been very busy.
- Provided care to 65 individuals in 4 days
- There are 2 nurses on staff at the moment.
- There is a new scheduling system in the works
- Sept 29, PQR training.

Angelica

Sara

Irene

Inge

LeAnn

- Jeremy is currently conducting tests such as Reading and ATB in the new space in Tutorial
- Students are not showing up for their scheduled ATB testing
- ACT is not supporting ASSET testing for ABT

Elize

- 30% enrollment
- Highest enrollment for the program ever.

INFO COMPETENCY

Mary Anne Mills

- What students need to know about info competency: course name is Library 4, Academic Senate proposed initiative. Information competency is the ability to find and access information from multiple sources such as the library or online

PHASE 1
- After Fall 2004, all students had to take Info Comp. for an AA/AS degree

PHASE 2
- After Fall 2007, all students had to take Lib 4 and a course that had information competency as part of the course (research component)
- 24 Courses at the moment have info comp.

- Highly recommend that students take Lib 4 first year or take with Eng 1A
- Credit by examination is offered 4 times a year.
- Requirements for exam: Mush have taken Eng 1A, go through A&R, must be currently enrolled, and cannot take test if failed previously
- Amount of work in course is equivalent to a 3 unit course because of the short course
- 75% success rate and 60% success rate online
- Publicity of the course is done through visits to dept. meetings, counseling orientation, library orientation, and student services day.