



# LAS POSITAS

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## COLLEGE

## Student Services Monthly Newsletter

December 2018

### NEW ADMINISTRATIVE ASSISTANT

Adria Anderson-Kelly has been offered the position of Administrative Assistant pending board approval in December 2018. Adria will be assigned to perform student athletic eligibility and provide administrative support to student life, which includes the Las Positas College Student Government (LPCSG) and the Inter-Club Council (ICC). Adria comes to Las Positas College having worked for Castro Valley Unified School District as a Secondary School Attendance Clerk and Secondary Summer School Secretary for the past 18 years. Adria's first day will be December 17, 2018. Please join me in welcoming Adria.

### NEW OFFICIAL NAME

Student Services employees were asked to cast their vote online to choose a new name for the Las Positas College "Student Services Division Meeting" which takes place once per month and is hosted by the Vice President of Student Services. The new name that received the most votes is "Las Positas College Student Services." The new name will begin to be used starting in January 2019 along with the acronym of "LPCSS." Thank you for those of you who took time to cast a vote online. I am hopeful that this name change will be more reflective of all of us who gather to meet and confer as a Student Services team.

### SERVICE AREA OUTCOME REMINDER

Each Student Services entity is responsible for developing at least one Service Area Outcome (SAO) by the end of spring 2019. The SAO must be meaningful, must be periodically assessed, results should be discussed, and changes ought to be made for continuous improvement. Thankfully, Mike Schwarz has agreed to serve as our SAO Liaison on behalf of Student Services for the 2018-2019 Academic Year. Mike is available to meet individually with employees to work on SAOs. Please do not let this opportunity pass you by to get hands-on assistance with developing an SAO and to receive technical support on how to access and use eLumen, the assessment management software.



### IMPORTANT DATES & DEADLINES

- **December 11th - 12th**  
Prep 2 Pass
- **December 14th**  
Last Day of Instruction
- **December 17th - 21st**  
Final Exams
- **December 18th**  
The Market



## **FUNDING FORMULA COMMITTEE UPDATE**

Earlier this semester, the title of the Student Centered Funding Formula Ad Hoc Committee changed to the Funding Formula Committee along with the membership composition. As a District committee, employees from Chabot College, the District Office, and Las Positas College have been assigned to serve on the committee to include classified professionals, faculty, and administrators. Our initial discussions will revolve around Student Services topics to include, but not limited to: (1) identifying, recording, and reporting of Assembly Bill 540 students; (2) the possibility of auto awarding certificates and degrees to students; and (3) awarding financial aid specifically the California College Promise Grant (formerly known as the Board of Governors Fee Waiver) and Federal Pell Grant. Additional information is forthcoming.

## **ONLINE ORIENTATION**

The Chabot-Las Positas Community College District Board of Trustees during their regular meeting in November 2018 approved receipt of a supplemental federal award for \$60,000 through the Title V Hispanic-Serving Institution program. A maximum of \$50,000 has been earmarked to help the College create a new online orientation that is informative, creative, and interactive to introduce financial literacy, protecting free speech to allow diverse ideas or viewpoints, and foster knowledge of the common rights and responsibilities of American citizenship and civic participation. Elizabeth David and Rafael Valle have agreed to spearhead this effort. Student Services entities will be invited to participate in creating the new online orientation. The funds must be expended no later than September 30, 2019.

## **PREP 2 PASS**

The Las Positas College Student Government (LPCSG) has committed to sponsor Prep 2 Pass, the afterhours tutorial assistance on two evenings during finals week. This year, Prep 2 Pass is scheduled for Tuesday, December 11 and Wednesday, December 12 from 6:30 p.m. to 10:30 p.m. in the Tutorial Center located in Building 2400, Room 2401. Tutors will be available to assist students in preparing for their finals. Food and refreshments will be provided by LPCSG.

## **CAMPUS SAFETY & SECURITY**

Student Services managers have been encouraged to invite Campus Safety & Security to present at departmental or division meetings to review general safety and security policies and procedures. During the Student Services Division meeting hosted in October 2018, Sean Prather, Campus Safety & Security Supervisor, advised Student Services employees not to obstruct office door windows, to take extra precautions when walking throughout campus when dark, and to report suspicious activity.

## **END OF YEAR CELEBRATION**

Student Services will be hosting an End of Year Celebration on Thursday, December 13 from 9:30 a.m. to 11:00 a.m. in the Office of the Vice President of Student Services, Room 1669. The celebration will include light food and refreshments. All are welcome to attend. Additional information is forthcoming.

## **NEWS FROM THE TEAM**

Do you have an upcoming event, a new initiative, or news that you would like to share with our Student Services team? I am happy to consider your recommendations for future issues of our newsletter. Please e-mail your information to [wgarcia@laspositascollege.edu](mailto:wgarcia@laspositascollege.edu).

**William L. Garcia**  
Vice President of Student Services



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