

Index of Evidence for Recommendation 8: Increase Services at Center

Evidence 8.1: Student Services Managers Meeting Minutes, Aug. 1, 2013	2
Evidence 8.2: Student Services Managers Meeting Minutes, June 25, 2013	4
Evidence 8.3: Student Services Council Meeting Minutes, Apr. 9, 2013.....	6
Evidence 8.4: Student Services Council Meeting Minutes, Mar. 12, 2013.....	8
Evidence 8.5: Weekly Services, Vacaville Center 2013.....	10
Evidence 8.6: Weekly Campus Services, Vallejo Center 2012	11
Evidence 8.7: Vallejo Center Signage.....	12
Evidence 8.8: Assessment Testing Snapshot Report	18
Evidence 8.9: Vallejo Virtual Transfer Services	20
Evidence 8.10: Sac State Transfer Vacaville Center	22
Evidence 8.11: FA Internet Café, Aug. 2013	23
Evidence 8.12: Academic Success Workshops, Spring 2013.....	24
Evidence 8.13: Financial Aid Training, July 2013.....	25
Evidence 8.14: Financial Aid Training, Aug. 2013	27
Evidence 8.15: Drop-in Writing Labs Centers	28
Evidence 8.16: Security Services email, Vallejo Center Spring 2013	30
Evidence 8.17: ASSC Meeting Minutes, Apr. 16. 2013	31
Evidence 8.18: ASSC Meeting Minutes, May 7, 2013	35
Evidence 8.19: Student Health Center Report.....	39

STUDENT SERVICES MANAGERS MEETING
Thursday, August 1, 2013
MINUTES

Present: Robin Darcangelo, Barbara Fountain, Jerry Kea, Shirley Lewis, Barbara Pavao
 Call to Order: 2:05 p.m. Adjourned: 5:00 p.m.

1. Preview Day, August 7, Participation

- Counseling: Event coordinated by Amanda Green. 1200 students invited by email, in addition to SARS phone calls.
- Financial Aid: sponsoring Student Ambassador activity: free popcorn, backpack and bookmark giveaways
- Note: Managers also attending New Faculty/Staff Orientation

2. Flex Cal Required Day/Staff Participation, August 9

- B. Fountain – will ask Shemila to put message re: Limited Services on Marquees.
- R. Darcangelo – will post signs on entry doors.
- All Student Success & Support (SSSP) staff allowed to attend Flex Cal therefore, limited services will be available.

3. Start of Semester Extended Hours

- Financial Aid – open until 7 pm on Mondays and Tuesdays for 3 weeks.
- Counseling – regularly open until 6 pm.
- Admissions & Records – open until 6 pm.

4. 2013-14 Noncredit Student Success and Support Program Funds

- Participation Form to CCCCO due July 26 – turned in?
- Only \$180 in noncredit paid to SCC in 2012-13. Many community colleges have large noncredit programs. Need to research.

5. MIS Data Elements Released for the Student Success and Support Program
 (formerly known as Matriculation).

- B. Fountain – Ellucion patch will be sent out. MIS reports, due 30 days after end of semester, are often late. Seweryn Makosa, IT, provides support for submitting report but needs more oversight. S. Lewis will discuss with new CIO Roger Clague.
- Managers will review CCCCO notice to determine how affects departments.

6. Accreditation: Report due October 15

- Discussion included an update on continued progress on ACCJC Recommendation 8: “Equitable Services at the Centers Plan” by J. Kea. Draft narrative for Oct. 15 report prepared by J. Kea and submitted to Annette D.
- Need to collect more evidence.
- Status of Service Area Outcomes (SAOs): Managers discussed the new Student Services Program Review as articulated by Peter Cammish. All agreed to holding a session devoted to collectively examining SLOs/SAOs and assessing

outcomes in the Database during 2nd week in September. Peter Cammish and Annette Dambrosio will be invited.

7. Proposal re: Student Services Staffing Reclassification

- B. Fountain provided rationale for reclass proposal.
- Initial feedback provided on draft job description. Need to discuss with affected staff and see if they are willing to assume new/additional responsibilities.
- Will work with HR Director to address bargaining agreement issues.

8. Student Services Council:

- Managers discussed the role of the Council and its current effectiveness. Managers agreed to scale back on Council meetings as an inefficient use of staff time. Managers discussed importance of keeping/disseminating meeting minutes. B. Fountain reported that Committee on Committees working on a web-based link to all college committee minutes.
- Also discussed the need to refocus the March 2014 Student Services Retreat on the mission and purpose of Student Services.
- Managers will represent their departments at the Managers meetings, ensuring that they bring their departmental voice into the decision making and will communicate important Managers' actions and information items back to their departments.
- **Manager Meetings:** Suggested managers meet weekly, Thursdays, 2-4 pm

Recorder: SL

PARKING LOT for Upcoming Meetings:

Flex Cal Participation
Non Credit Funding
Reclass Proposal

Recommendation 8
Committee Meeting Minutes
June 25, 2013

Members: Robin Darcangelo, Barbara Fountain, Mostafa Ghous, Shirley Lewis, Maire Morinec, Barbara Pavao, Jerry Kea, Chair

Minutes:

1. Plan for Equitable Services to Centers, 13-14 Goals Objectives- Shirley and Jerry shared the 13-14 Goals and Objectives for providing equitable services to the Centers. Plans, resources, and associated issues were discussed. Key items discussed were as follows:
 - A full slate of Counseling hours is planned for the year. Dean Pavao plans to be more sensitive to the demands of the students by scheduling counseling around their needs. She wishes to create a Counseling pool to use when needed. This will provide better stability and continuity in services. Dean Morinec stated that it is possible to obtain CTE Counseling which can be underwritten with external funding.
 - Assessment testing will increase. Beyond this, we will review the demand for extending assessment into the evening.
 - The Financial Aid Department will continue to provide updates on changing government regulations with Financial Aid.
 - The Centers plan to expand the tutoring services to other disciplines with “Science” being the next likely target. The Centers will benefit from the Online Tutoring service once the college completes the pilot program to begin in Fall, 2013.
 - The ASSC plans to provide online voting for students at the Centers.
 - Mental health services will continue next year and Aldea is to be used for this purpose.
 - The Centers need to again expose student services on Preview Day and give consideration to the “Inreach” concept.
 - Other:
 - The college needs to strengthen the relationship and connection between Students Services and Academic Affairs.
 - The college is working on replacing lab computers with a virtual desktop system. This would help ensure the computers at the Centers are kept updated.
 - Full time students are more successful than those attending part time and the college needs to market this concept to the students.
2. The Centers will send out the student services survey again in the fall of this year. The interest is to receive a higher response rate and thereby a clearer indication of student needs.

3. The Accreditation report for each committee is due July 22. Jerry and Shirley will be responsible for this.
4. Next meeting: Aug. 1, 2013, 2:00 – 4:00 pm.

Student Services Council
MINUTES
4/9/13
10:30am-12pm
Room 414

Members: Patricia Young, Laurie Cheatham, Jocelyn Mouton, John Siefert, Amy Utt, Dr. Laguerre, Robin Darcangelo, Lisa Collins, Carolyn Moore, Cynthia Simon, Mostafa Ghous, Teresa McCloud, Dr. Vines, Shemila Johnson, Steven Springer, Candace Roe, Marie Mayne,

	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
1.	Approval of prior two minutes (1/22/13 & 3/12/13)	A	Fountain	Approval
	3/12/12 Minutes approved. Carolyn to meet with Barb regarding 1/22/13 minutes.			
2.	Approval of agenda	A	Fountain	Approval
	Approved.			
3.	Strategic Proposals	I/A	Darcangelo	Approval/Feedback
	FA Director is student services ALG representative on Shared Governance. That committee will be reviewing Strategic Proposals. Director Darcangelo sent all proposals to SSC for review previously and sought feedback to inform her vote at Shared Governance. This is first year SSC had opportunity to weigh in. Conversation surrounding how process works and need for process to begin earlier in future years so everyone has more time to review. Director Darcangelo taking suggestions back to Shared Governance on behalf of SSC.			
3.	Leadership of Student Services	D, I, A	Fountain	Next Steps Agreed Upon
	Majority of committee in favor of VPSS. One or two concerned about cost and feel more consideration should be given to how money is spent with concern for need for more counselors and classified staff in the interest of carrying out student success initiative. A survey monkey will be sent to all student services employees. Research and planning will tabulate results and share. Emphasis on having a CSSO (Chief Student Services Officer).			
4.	Repeat Exceptions	D, I, A	Fountain	Agree to Proposal to Send to Academic Senate
	A&R Director suggesting campus adopt policy for handling of students seeking to petition beyond state allowed maximums in order to be less arbitrary, become more consistent, equitable and fair and ensure consistency in staff handling and mindful of budgetary implications. Recommendation to develop what items would be automatically allowed (for example, student maxed out on repeats over 10 years ago. Do we want to automatically allow them to repeat) and which would need to go to academic council. By establishing and following standards our processes are more likely to remain consistent despite who holds positions. Smaller sub group to meet and formally agree to recommendation. SSC will discuss and send recommendation for Academic Senate review. Eventually add outcome to BP/AP. Subgroup volunteers: Jocelyn Mouton, Dean Vines, Director Darcangelo, Amy Utt, Laurie Cheatham, Patricia Young, Steven Springer, Cynthia Simon.			
5.	Task Force on Committees	D, I	Fountain	Information/Approval

	Suggestion is to establish, at minimum, an administrative procedure for campus wide committee processes that would follow Brown Act requirements where applicable as well as adopt Robert's Rules of Order. Would establish a committee database listing all committees, their chairs, membership, agendas and minutes and would provide for yearly training for committee chairs to ensure consistent and productive functioning of committees. Goals to improve/increase productive dialogue and transparency, minimize redundancy, improve communication, minimize negative ramifications of lack of communication/miscommunication, hold representatives to committees accountable to their constituent groups. Student Services Council asked to take time to review draft of administrative procedure and discuss at next SSC meeting.			
6.	Student Services Retreat-Debrief	D, I	Vines/Committee	Information
	Dean Vines thanked entire committee for all their hard work on retreat. Everyone in agreement that retreat was a productive and beneficial expenditure of time. Dean Vines stated that they will be sending out survey for feedback to be used for future year retreat planning. Volunteers for next year's planning committee are Director Darcangelo, Director Ghous, Jocelyn Mouton and Director Fountain. SSC in agreement that one retreat per year is adequate for now but would like to also have a Student Services meeting once a year, perhaps alternate semesters during which those are held.			
7.	Student Success Task Force	D, I	Vines	Information
	Documentation will be sent to SSC providing more detailed information regarding Student Success Initiative (SSI). Highlights for immediate discussion were changes to priority registration rules. A&R Director shared idea of allowing graduating seniors to have priority ahead of continuing students as has been done successfully with regard to increasing student success in some other districts (Long Beach CC to name one). Discussion controversial. More data to be brought for future discussion. Also addressed that all CCC's will eventually move to common assessment testing tools, that matriculation funding will be based on student success, requirement to declare major.			
8.	Marketing Update	D, I	Johnson	Tabled
	To advertise our summer/fall registration the following marketing efforts have been completed: <ul style="list-style-type: none"> • The "Before the Movie" ads are up and running at the Vallejo, Fairfield, Vacaville and Davis theaters • The I-80 electronic scrolling signs at Vallejo Fairgrounds and Nuttree Vacaville are up and running • Multiple ads in Benicia, Travis AFB and Vallejo newspapers are running • Facebook and digital media ads are up and running • KUIC radio spot is in rotation 			
9.	Summer Logistics/Targets	D, I	Vines, Darcangelo, Fountain	Information
	A&R Director explained that as of that date, goal was still to borrow all of summer to meet cap (approx. ~8500 ftes). Discussed that being very aggressive goal and one that had not been met before but being pursued in order to maintain funding level. Addressed that necessary to have spring 2014 schedule roughly decided upon by end of May 2013 in order to make timeline for printing hard copy Schedule of Classes.			

Legend: D = Discussion I = Information A = Action

Future items: Student services council membership; ssc mission; all student services meeting.

Student Services Council
MINUTES
3/12/13
10:30am-12pm
Room 414

Present: Patricia Young, Laurie Cheatham, Jocelyn Mouton, John Siefert, Amy Utt, Dr. Laguerre, Robin Darcangelo, Lisa Collins, Carolyn Moore, Cynthia Simon, Mostafa Ghous, Lisa Raquel (sub for Teresa McCloud)

Absent: Dr. Vines, Shemila Johnson, Steven Springer

	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	OUTCOME
1.	Approval of prior two minutes (1/22/13 & 3/12/13)	A	Fountain	Tabled
	Tabled until next meeting			
2.	Approval of agenda	A		Approved
3.	Leadership of Student Services	D, I	Fountain	More Info Needed- All Areas
	Discussion. Many expressed desire to reinstate VPSS position. All managers to poll staff. Submit in writing from each department statement reflecting each staff member's support for or against that plan and/or any other suggestions. Managers to bring those to next meeting and/or email them to Dr. Laguerre ahead of time.			
4.	Mission Statement	D, I	Vines	Approved-Sent to Shared Governance
	Council supports option 2 but agree to place item of revisiting SS Mission Statement on 1 st SSC agenda of next academic year. May seek additional edits then. Possibly incorporate something regarding career and expansion of initial statement.			
5.	Repeat Exceptions	D, I	Fountain	Barb to bring back more info
	Council considering possible options for establishing criteria for repeats beyond state mandated limits. Council would like Barb to bring back more info on influence of bogg as well as a table reflecting the criteria discussed. Agreed that few as possible should go to Academic Council. Many felt there should be no repeats whatsoever allowed beyond state max. Council also wants Barb to bring back data on completion rates of students who repeat beyond the max and amount of apportionment we have lost.			
6.	Task Force on Committees	D, I	Fountain	Table
	Tabled until next meeting due to time constraints.			
7.	Student Worker Celebration	D, I	Darcangelo	Information
	Attendance encouraged at upcoming celebration on March 26 from 2-3:30. All former and current work study students to be honored.			
8.	Student Services Retreat	D, I	Simon/Utt/Mayne	Information
	Reminder regarding retreat to occur on Friday, March 15 from 8:30-3 at Kroc Center. Wear			

	comfortable clothes. Many activities planned.			
9.	Student Success Task Force	D, I	Vines	Tabled
	Tabled due to time constraints. Dr. Vines to give report at next SSC meeting.			
10.	Marketing Update	D, I	Johnson	Tabled
	Shemila unable to attend. Will provide report at next SSC meeting.			
11.	Federal/State Updates	I	Darcangelo	Information
	Federal and state regulations surrounding FA becoming much more stringent. Students no longer able to use financial aid for extended periods of time. Must be making progress and following major/ed plans. ALL inquiries related to FA should ALWAYS be referred to the FA office.			

Legend: D = Discussion I = Information A = Action

WEEKLY SERVICES

SCC – VACAVILLE CENTER WEEKLY CENTER SERVICES

FALL SEMESTER 2013

BUILDING HOURS **2001 N. Village PKWY**

MONDAY – THURSDAY 7:30 AM – 10:00 PM

RECEPTION AREA (707) 863-7872 (Room 103)

Monday – Thursday8:00 am – 7:00 pm
Friday.....8:00 am – 3:00 pm

COUNSELING SERVICES **(Room 107)**

Monday.....8:30 am – 4:30 pm
Tuesday.....2:00 pm – 7:00 pm
Wednesday 11:00 am – 6:00 pm
Thursday 8:00 am – 12:30 pm
Friday.....9:00 am – 3:00pm

HEALTH SERVICES **(Room 105)**

TBA.

COMPUTER LAB HOURS **(Room 208)**

Monday.....8:00 am – 6:00 pm
Tuesday..... 8:00 am – 6:00 pm
Wednesday..... 8:00 am – 6:00 pm
Thursday..... 10:00 am – 6:00 pm
Friday..... 8:00 am – 3:00 pm

ASSESSMENT TEST SCHEDULE **(Room 208)**

Tuesdays.....11:30 am
Wednesdays.....3:00 pm

MATH ACTIVITIES CENTER SCHEDULE

ROOM 138

Monday.....12:00 pm – 6:00 pm
Tuesday.....8:00 am – 4:00 pm
Wednesday.....12:00 pm – 6:00 pm
Thursday.....10:00 am – 4:00 pm
Friday.....12:00 pm – 3:00pm

LIBRARY SERVICES **(Room 139)**

Monday.....9:00 am – 3:00 pm
Tuesday.....12:30 pm – 7:00 pm
Wednesday.....12:30 pm – 7:00 pm
Thursday.....9:00 am – 4:00 pm
Friday.....9:30 am – 1:30pm

TUTORING SERVICES (ROOM 138)

Monday.....1:00 pm-5:00pm
Wednesday.....1:00 pm-5:00pm
Friday.....10:00am-12:00pm

Sessions are held in Room 138 inside the study rooms

Peer Tutoring Free of Charge

WEEKLY SERVICES

SCC – VALLEJO CENTER--WEEKLY CENTER SERVICES FALL SEMESTER 2012

BUILDING HOURS 545 COLUMBUS PKWY

MONDAY – THURSDAY 7:45 AM – 10:00 PM
FRIDAY 7:45 AM – 3:00 PM

RECEPTION AREA x4900 (Room 102)

Monday – Thursday8:00 a.m. – 7:00 p.m.
Friday.....8:00 a.m. – 3:00 p.m.

COUNSELING SERVICES x4904 (Room108)

Monday.....8:30 a.m. – 6:00 p.m.
Tuesday..... 8:30 a.m. – 6:00 p.m.
Wednesday 10:00 a.m. – 5:00 p.m.
Thursday 1:00 p.m. – 5:00 p.m.
Friday 9:00 a.m. – 3:00 p.m.

HEALTH SERVICES x4905 (Room 114)

September 5, 2012 1 – 3 p.m.
October 3, 2012..... 1 – 3 p.m.
November 7, 2012..... 1 – 3 p.m.
MENTAL HEALTH SERVICES
Aldea Mental Health
Thursdays 4:00 – 5:00 p.m.

COMPUTER LAB HOURS (Room 125)

Monday..... CLOSED
Tuesday..... 2:00 p.m. – 5:30 p.m.
Wednesday..... CLOSED
Thursday 2:00 p.m. - 5:30 p.m.

COMPUTER LAB HOURS (Room 129)

Monday..... 11:30 a.m. – 9:30 p.m.
Tuesday 4:30 p.m. – 9:30 p.m.
Wednesday 11:30 a.m. – 9:30 p.m.
Thursday 4:30 p.m. – 6:00 p.m.
Friday..... 8:30 a.m. – 2:30 p.m.

MATH ACTIVITIES CENTER SCHEDULE

ROOM 124 x4908

Monday..... 8:30 am – 10:30 am
..... 11:30 am – 4:00 pm
Tuesday..... 11:00 am - 5:00 pm
Wednesday 8:30 am – 10:30 am
..... 11:30 am – 4:00 pm
Thursday 11:00 am – 5:00 pm
Friday..... 1:30 pm – 2:30 pm

LIBRARY SERVICES x4902 (Room 124A)

Monday 9:00 – 7:00
Tuesday 12:30 – 6:30
Wednesday 9:00 – 3:00
Thursday 9:00 – 3:00
Friday 9:00 – 3:00

TUTORING SERVICES (ROOM 124)

MATH Drop-in Tutoring
Tuesday 10:00 – 5:00
Thursday 2:00 – 5:00

ENGLISH Drop-in Tutoring
Tuesday 2:00 – 5:00
Thursday 1:00 – 5:00



ROOMS

121 - 129

LEARNING LAB

COUNSELING

HEALTH SERVICES





ROOM 131

Multipurpose Room

ROOM 133

ECE/Art Room

ROOM 136

Lecture Hall



LEARNING LAB

ENGLISH LAB

MAC LAB

TUTORING

LIBRARY SERVICES



ROOMS

207 – 217

FACULTY OFFICES



RESTROOMS
VENDING MACHINES



**VIRTUAL
STUDENT SERVICES
COMPUTER STATION**

Snapshot Report

Short Name: ASSESS_VJ

TIMES	2/22/2013 Friday	3/8/2013 Friday	5/23/2013 Thursday	5/30/2013 Thursday	6/4/2013 Tuesday	6/6/2013 Thursday	6/13/2013 Thursday	6/19/2013 Wednesday
8:00 AM								
8:30 AM								
9:00 AM								
9:30 AM	TEST	TEST	TEST	TEST	TEST	TEST		
10:00 AM								
10:30 AM								
11:00 AM								
11:30 AM								
12:00 PM								
12:30 PM								
1:00 PM							TEST	TEST
1:30 PM								
2:00 PM								
2:30 PM								
3:00 PM								
3:30 PM								
4:00 PM								
4:30 PM								
5:00 PM								
5:30 PM								
6:00 PM								
6:30 PM								
7:00 PM								
7:30 PM								

Snapshot Report

Short Name: ASSESS_VJ

TIMES	6/26/2013 Wednesday	7/17/2013 Wednesday	7/24/2013 Wednesday	7/31/2013 Wednesday	8/2/2013 Friday	8/6/2013 Tuesday	8/16/2013 Friday	8/23/2013 Friday
8:00 AM								
8:30 AM								
9:00 AM								
9:30 AM					TEST	TEST	TEST	TEST
10:00 AM								
10:30 AM								
11:00 AM								
11:30 AM								
12:00 PM								
12:30 PM								
1:00 PM	TEST	TEST	TEST	TEST				
1:30 PM								
2:00 PM								
2:30 PM								
3:00 PM								
3:30 PM								
4:00 PM								
4:30 PM								
5:00 PM								
5:30 PM								
6:00 PM								
6:30 PM								
7:00 PM								
7:30 PM								

From: [Thomas "Jerry" Kea](#)
To: [Marcie McDaniels](#); [Maire Morinec](#)
Subject: RE: Transfer Center Distance Ed Services
Date: Tuesday, August 13, 2013 4:15:33 PM

Hi Marcie,

Thanks and we'll do our best to get the word out.

Jerry Kea, Ph.D.
Dean, SCC, Vallejo Center
545 Columbus Parkway
Vallejo, CA 94591

(707) 864-7000, ext. 4624 (Ph)
(707) 646-2077 (e-fax)
thomas.kea@solano.edu

Solano Community College's mission is to educate a culturally and academically diverse student population drawn from our local communities and beyond. We are committed to helping our students achieve their educational, professional, and personal goals centered in basic skills education, workforce development and training, and transfer-level education. The College accomplishes this three-fold mission through its dedicated teaching, innovative programs, broad curricula, and services that are responsive to the complex needs of all students.

From: Marcie McDaniels
Sent: Tuesday, August 13, 2013 2:58 PM
To: Maire Morinec; Thomas "Jerry" Kea
Subject: Transfer Center Distance Ed Services

Greetings,

Just wanted to check in and let each of you know the hours set aside for Transfer Center Distanced Ed....last semester it was Wednesdays from 4-5:30 with 45 minutes for each campus.

This semester it will Wednesdays from 1-2:30. 1pm-1:45 for Vallejo and 1:45 to 2:30 for Vacaville.

Let's begin with next Wednesday, Aug 21.

Please let me know if you have questions or concerns.

Thank you.

Marcie McDaniels
Professor/Counselor
Counseling & Special Services
Solano Community College

4000 Suisun Valley Rd
Fairfield, CA 94534
Phone 707.864.7000, Ext 4504
Fax 707.646.2065
www.solano.edu

E8.10

From: [Marcie McDaniels](#)
To: [Maire Morinec](#); [Jenny Gonzalez](#); [Lisa Raquel](#); [Teresa McLeod](#)
Cc: [Shirley Lewis](#); [\\$COUNSELING-REG](#); [Barbara Pavao](#); [Claudia Campos](#); [Rosa Monroy](#)
Subject: Sac State Rep will visit Vaca Center 10/16
Date: Wednesday, September 11, 2013 8:43:19 AM

FYI,

The Sac State Rep, Mateo Avila, will be visiting the Vacaville campus on 10/16 from 9am to 1pm. He would like appointments in 30 minute increments; first appt at 9am and last appt at 12:30pm.

This is a trial run for fall semester so.... it is very important that we fill the slots. I have posted the visit on the TC calendar.

Marcie

AUGUST 2013

*** Financial Aid * Internet Café ***

Solano Community College

Vacaville Center Vallejo Center

Habra servicios en Espanol

8/13/13, Tuesday	5:00 pm—7:30 pm	Vacaville Center, Room 211
8/14/13, Wednesday	5:00 pm—7:30 pm	Vallejo Center, Room 129
8/20/13, Tuesday	5:00 pm—7:30 pm	Vacaville Center, Room 211
8/21/13, Wednesday	5:00 pm—7:30 pm	Vallejo Center, Room 129
8/27/13, Tuesday	5:00 pm—7:30 pm	Vacaville Center, Room 211
8/28/13, Wednesday	5:00 pm—7:30 pm	Vallejo Center, Room 129

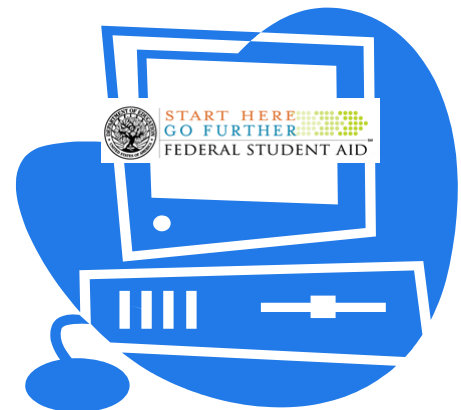


**Drop-in computer lab
for help with the online**

FAFSA

**Free Application for
Federal Student Aid**

www.fafsa.ed.gov



www.solano.edu, click *Financial Aid*



The Academic Success Center Presents:

Student Success Workshops for February and March 2013

(Updated 2/19/13)

Test Anxiety Workshop

Learn how to manage your test anxiety

Presenter: Professor Sydney Nazarenko

Date/Time/Location: Monday, February 25, 12-1 p.m., Vallejo Center, Room 121
 Thursday, February 28, 12-1 p.m., Main Campus, Room 443
 Monday, March 4, 12-1 p.m., Vallejo Center, Room 121
 Monday, March 11, 12-1 p.m., Main Campus, Room 443

OMG! A “Blue Book Exam?”

Facing your first “Blue Book” Essay Exam? This workshop will help you get ready for it!

Presenter: Interim Vice President of Academic Affairs, Diane White

Dates/Times/Location: Thursday, February 28, 1-2 p.m., Vacaville Center, Room 133

Financial Aid Internet Cafe

Come to this workshop for some personal assistance in applying for financial aid.

Presenters: Financial Aid Director Robin Darcangelo and Financial Aid Specialist Maureen Mason-Muyco

Dates/Times/Location: Wednesday, February 20, 11:30 a.m.-1:30 p.m., Vacaville Center, Room 208
 Wednesday, February 27, 12-2 p.m., Main Campus, Room 501

Cash for College

This workshop will teach you all about the different kinds of financial aid available to you.

Presenters: Financial Aid Director Robin Darcangelo and Financial Aid Specialist Maureen Mason-Muyco

Dates/Times/Location: Tuesday, February 26, 4-6 p.m., Vallejo Center, Room 125
 Wednesday, February 27, 5:30-7:30 p.m., Main Campus, Room 501
 Thursday, February 28, 5:30-7:30 p.m., Vacaville Center, Room 208

Financial Aid: Get the Most from Your Awards

Presenters: Financial Aid Director Robin Darcangelo and Financial Aid Specialist Maureen Mason-Muyco

Date/Time/Location: Wednesday, February 20, 2-3 p.m., Vacaville Center, Room 211

It's Not Too Late to Apply for Financial Aid

Did you miss the deadline for Financial Aid? Don't worry--this session will help you through the process!

Presenters: Financial Aid Director Robin Darcangelo and Financial Aid Specialist Maureen Mason-Muyco,

Dates/Times/Location: Wednesday, March 6, 2-3 p.m., Vacaville Center, Room 211
 Wednesday, March 13, 2-3 p.m., Main Campus, Room 501
 Wednesday, March 20, 2-3 p.m., Vallejo Center, Room 129

Transferring to a Four-Year College or University

If transferring to a four-year school is your goal, come to this session to learn all about how to do that.

Dates/Times/Location: Tuesday, March 5, 11 a.m. – 12 p.m., Main Campus, Room 402

Presenter: Counselor/Professor Marcie McDaniels

Wednesday, March 6, 5-6 p.m., Vacaville Center, Room 207

Presenter: Counselor/Professor Mary Gumlia

Thursday, March 14, 12-1 p.m., Vallejo Center, Room 133

Presenter: Counselor/Professor Nick Cittadino

Monday, March 18, 5-6 p.m., Travis University Center, Bldg. 249, C-Bay

Presenter: Counselor/Professor Jim Anderson

From: [Robin Darcangelo](#)
To: [Maire Morinec](#); [Amber Cheatham](#); [Teresa McLeod](#); [John Siefert](#); [Jenny Gonzalez](#)
Cc: [Shirley Lewis](#); [Thomas "Jerry" Kea](#)
Subject: RE:
Date: Thursday, July 25, 2013 2:15:16 PM

Thank you!

From: Maire Morinec
Sent: Thursday, July 25, 2013 2:06 PM
To: Amber Cheatham; Teresa McLeod; John Siefert; Jenny Gonzalez
Cc: Robin Darcangelo; Shirley Lewis; Thomas "Jerry" Kea
Subject: RE:

Yes, this sounds like a good idea. I will be out of town but am sure the staff will be cooperative.

Maire A Morinec RN, MS
Dean, Career Technical Education and Business
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94534-3197
707.864.7229
Fax: 707.646.2090

SCC Mission: *Solano Community College's mission is to educate a culturally and academically diverse student population drawn from our local communities and beyond. We are committed to helping our students achieve their educational, professional, and personal goals centered in basic skills education, workforce development and training, and transfer-level education. The College accomplishes this three-fold mission through its dedicated teaching, innovative programs, broad curricula, and services that are responsive to the complex needs of all students.*

SCC Vision: *Solano Community College will be a recognized leader in educational excellence – transforming students' lives.*

From: Amber Cheatham
Sent: Thursday, July 25, 2013 1:54 PM
To: Teresa McLeod; John Siefert; Jenny Gonzalez
Cc: Robin Darcangelo; Shirley Lewis; Thomas "Jerry" Kea; Maire Morinec
Subject:

Good afternoon,

My name is Amber Cheatham and I work in the Financial Aid office at the Main Campus. Per Robin's request, I would like to come out to the Vallejo and Vacaville centers Monday, July 29th, to do a review with the staff members that accept financial aid documents, as well as providing some additional reference material. We have been receiving quite a few files through interoffice mail that are incomplete, which causes more work and delay on the

student's behalf. This can include paperwork that is not filled out completely as well as necessary documents being missing. Because we are now accepting Appeals and Loan packets, we want to make sure that nothing is being submitted that is incomplete. I would like to come to the Vallejo center first around 10:00am, and then I will go directly to the Vacaville center afterwards. Please let me know if this will be an agreeable date and time for everyone.

Thank you in advance.

Amber Cheatham

Financial Aid Department
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94534
Ph: (707) 864-7227
Fax: (707) 646-2071

From: [Amber Cheatham](#)
To: [Teresa McLeod](#); [John Siefert](#); [Jenny Gonzalez](#)
Cc: [Robin Darcangelo](#); [Shirley Lewis](#); [Thomas "Jerry" Kea](#); [Maire Morinec](#)
Subject: Financial Aid Update
Date: Tuesday, August 13, 2013 4:19:43 PM

Good afternoon,

Now that we are at the beginning of the semester, and receiving a lot of incoming Financial Aid documents, per Robin's request I would like to come back out to the Vallejo and Vacaville Centers to answer any questions that you or your student's might have. I would like to come out this Thursday, 8/15. I will come to the Vallejo Center first around 10:00 am and then go directly to the Vacaville Center. Please let me know if this will be an agreeable date and time for everyone.

Thank you in advance.

Amber Cheatham

Financial Aid Department
Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94534
Ph: (707) 864-7227
Fax: (707) 646-2071

From: [Joshua Scott](#)
To: [Diane White](#); [ALL-FACULTY](#); [DIVDEANS](#)
Cc: [Lisa Raquel](#)
Subject: RE: Drop-in Writing Lab now open!
Date: Thursday, September 05, 2013 2:24:14 PM

Colleagues,

Thank you for sending your students to the drop-in writing lab. We've been busy, but we definitely have room for more, so keep them coming!

Otherwise, the room number for the Vacaville lab hours have changed: the Drop-in Writing Lab meets in **room 137** on Mondays 12-4 and Wednesdays 12-2.

--Josh Scott

From: Diane White
Sent: Sunday, August 25, 2013 8:48 PM
To: \$ALL
Subject: FW: Drop-in Writing Lab now open!

Dear Colleagues,

Please review and share this information with students and other interested parties regarding the Drop-in Writing Lab, which is now open.

I would like to thank BSI English Coordinator, Josh Scott, School of Liberal Arts Coordinator, Michael Wyly, and all of the faculty and classified staff who have helped with this important initiative aimed at increasing student success.

Best regards,

Diane White
Interim Vice President of Academic Affairs
diane.white@solano.edu
707.864.7285

From: Joshua Scott
Sent: Sunday, August 25, 2013 8:17 PM
To: Diane White
Subject: Drop-in Writing Lab now open!

Diane, could you please forward this email (with attachments) to \$ALL?

Thank you!

Colleagues,

I have attached a flyer for the new Drop-in Writing Lab with updated hours for Fall 2013. Please note that, thanks to support from both the Basic Skills Steering Committee and the Superintendent/President's Cabinet, we will be offering drop-in tutoring on the Vallejo,

Fairfield, and Vacaville campuses, starting tomorrow (August 26th).

The lab will be a resource to help students work on essays for any course at SCC, not just English courses. If your students come by the lab and space is available, we will help them immediately. However, if the lab is busy, they also will have the option of signing up for drop-in sessions up to two weeks in advance. The lab will be a place to help our students develop the skills needed to improve their abilities in reading and writing. This means we will introduce them to strategies associated with active reading, brainstorming, organizing, revising and proofreading, but **we will not do the work for them**. The goal of the lab is to provide a place where students can drop-in for help and guidance as they develop their papers.

If you have any students who you believe would benefit from support in the drop-in lab, please send them to the Fairfield, Vallejo, or Vacaville lab to sign up for an appointment. Also, if you could fill out a referral form (also attached), we will be able to work with the student even more effectively.

Please post and share this flyer with our students.

Thank you!

Joshua Scott

English/Reading Instructor
English/Reading/ESL Basic Skills Coordinator
707.864.7000 x 4701
joshua.scott@solano.edu

Solano Community College
4000 Suisun Valley Rd.
Fairfield, CA 94534

From: [David Brannen](#)
To: [Thomas "Jerry" Kea](#)
Subject: VJOCTR CSO Coverage
Date: Wednesday, September 18, 2013 7:12:36 PM
Importance: High

Dean Kea,

Pursuant to your request, this email is made to inform you that I began regularly working full-time hours at the Vallejo Center at the beginning of the Spring 2012 semester, to facilitate your request for expanded Police Department Community Services Officer coverage for the Center. I have continued this practice continuously from January 2012.

Yours Respectfully and Sincerely,

David R. Brannen

***Community Services Officer, Campus Police
Vallejo Center***

Solano Community College District

4000 Suisun Valley Road

Fairfield, California 94534-3197

(707) 864-7000 Ext. 5610

David.Brannen@Solano.edu

***"He who stands for principle, though none stand with him,
is a foundation upon which to raise the standard of justice."***

-- Anonymous

Associated Students of Solano College
Regular Meeting
MINUTES

April 16, 2013, 12:30 pm – 2:21 pm

*Solano Community College
Vallejo Center Conference Room
545 Columbus Parkway
Vallejo, California*

I. CALL TO ORDER

President Bram called the meeting to order at 12:30 pm.

II. OFFICIAL ROLL CALL

Executive Board Members present:

Miranda “Mandy” Bram, Kayla Salazar, Davis Mark Martinez, Waleed Arif

Senators present:

Latifah Alexander, Jeniece Cordova, Gabriel Johnson, Nida Baig

Associates present:

No Associates seated at this time.

Quorum achieved with 4 of 6 seated Senators present.

III. APPROVAL OF AGENDA

Motion to approve the agenda for April 16, 2013 as posted by Senator Johnson, second by Senator Cordova. **Motion carries (4,0,0).**

IV. APPROVAL OF MINUTES

A. April 9, 2013

Minutes for April 9, 2013 were not submitted at this time; postponed to the next meeting.

V. PUBLIC FORUM

Jeanne Puiva suggested SCC should do the Body by Vi challenge. Information about the Body by Vi challenge can be found at <http://visalus.com/body-by-vi/90-day-challenge> . Contact Puiva via phone at (707) 761-9370 for information on why she suggested doing this.

VI. INSTRUCTOR'S REPORT

A. Joel Powell

Instructor Powell presented a presentation about team building and being professional.

Powell also collected mid-terms for this class.

VII. ADVISOR'S REPORT

A. Mostafa Ghous

Advisor Ghous reminded ASSC the timesheets are due next Tuesday. Ghous also

announced a mixer event for MESA scholarship.

VIII. INFORMATION ITEMS

A. Bike Lockers – David Cavanagh/Miranda “Mandy” Bram

President Bram didn't get any information from David Cavanagh regarding about this item; postponed to the next meeting.

B. Elucian App for MySolano – Gabriel Johnson

Senator Johnson reported the Student Tech Committee is handing this App. The mobile app provides access to MySolano functions. Advisor Ghous claimed this app should be user friendly to students who use it.

IX. ACTION ITEMS

A. Graduation Assistance – Mostafa Ghous

No action is needed for this item.

B. Resource Center – Cedric Brooks

No action is needed for this item.

C. African-American Graduation Ceremony – Mostafa Ghous

Motion to accept the budget of \$2,147.50 for the African-American Graduation Ceremony by Senator Johnson, second by Senator Brooks. **Motion unanimously carries (4,0,0).**

D. Repaving of Road on SCC Campus – David Cavanagh

President Bram reported this item is already being taken care of and no action is needed.

Senator Brooks checked in at 1:35 pm.

X. UNFINISHED AND ONGOING BUSINESS

A. Ad Camp – Tempest Representative

Prior to discussing this item, motion to extend this item for 10 minutes by Senator Cordova, second by Senator Johnson. Motion to amend the previous main motion by striking “10” and inserting “20” by Senator Cordova, second by Senator Johnson. **Motion carries (5,0,0).** The main motion now states as amended to extend this item by 20 minutes. **Main motion carries (5,0,0). Point of Order made by Senator Cordova for discussing this item without a valid motion on this item.** President Bram acknowledged the Point of Order and requested for a motion before continuing the discussion. Motion to approve the Ad Camp contract pending conditions of BP5630 with proceeds going to ASSC by Senator Cordova, second by Senator Alexander. During debate of this motion, Senator Baig left the meeting at 2:05 pm. **Motion was tied (2,2,0). President Bram voted nay on the chair tie-breaker. Motion lost.** Motion to accept the Ad Camp contract by Senator Cordova, second by Senator Johnson. **Motion was tied (2,2,0). President Bram voted aye of the chair tie-breaker and carries the motion.** Bram noted after approval of this motion the Tempest can do the Ad Camp as long it’s not interfering with ASSC’s advertising. After this item, motion to adjourn by Senator Cordova, second by Senator Johnson. **Motion carries (4,0,0).**

B. Election Update – Miranda “Mandy” Bram/Joel Powell

No update due to adjournment.

C. Cinco De Mayo – Kayla Salazar/Joena Mesa

No update due to adjournment.

XI. COMMITTEE REPORTS

No committee reports due to adjournment.

XII. DIVISION REPORTS

No division reports due to adjournment.

XIII. EXECUTIVE BOARD REPORTS

No executive board reports due to adjournment.

XIV. ANNOUNCEMENTS

No announcements due to adjournment.

XV. OPEN DISCUSSION

No open discussion due to adjournment.

XVI. UPCOMING AGENDA

No discussion for Upcoming Agenda due to adjournment.

XVII. ADJOURNMENT

Meeting adjourned at 2:21 pm.

Associated Students of Solano College
Regular Meeting
MINUTES

May 7, 2013, 12:56 pm – 2:03 pm

*Solano Community College
Vacaville Center Board Room
2001 North Village Parkway
Vacaville, California*

I. CALL TO ORDER

President Bram called the meeting to order at 12:56 pm.

II. OFFICIAL ROLL CALL

Executive Board Members present:

Miranda “Mandy” Bram, Daniel Schmitgal, Davis Mark Martinez, Waleed Arif

Senators present:

Toni Murray, Gabriel Johnson, Latifah Alexander, Jeniece Cordova

Associates present:

No Associates seated at this time.

Quorum achieved with 4 of 6 seated Senators.

III. APPROVAL OF AGENDA

Motion to approve the Agenda for May 7, 2013 as posted by Senator Johnson, second by Senator Cordova. **Motion carries (4,0,0).**

IV. APPROVAL OF MINUTES

A. April 23, 2013

Minutes for April 23, 2013 were not submitted at this time; postponed to the next meeting.

B. April 30, 2013

Minutes for April 30, 2013 were not submitted at this time; postponed to the next meeting.

V. PUBLIC FORUM

No comment from the public.

VI. INSTRUCTOR'S REPORT

A. Joel Powell

Instructor Powell wasn't able to attend this meeting.

VII. ADVISOR'S REPORT

A. Mostafa Ghous

Advisor Ghous reminded the Student Excellence and Achievement Awards will take place on May 8, 2013 from 6:00 to 7:30 pm. Vice-President [VP] Mesa and Student Trustee Salazar both checked in at 1:05 pm.

VIII. INFORMATION ITEMS

A. Important Dates to Remember – Kayla Salazar

Student Trustee Salazar reminded ASSC the important events coming up for the remainder of the spring semester including:

- SCC Gala Luncheon on May 8, 2013 beginning at 12:30 pm.
- Student Excellence and Achievement Awards on May 8, 2013 beginning at 6:00 pm in the SCC Theatre (1200 Building)
- Film Festival on May 10, 2013 at 6:30 pm in the Suisun Waterfront.
- African-American Graduation Ceremony on May 19, 2013
- Finals will take place from May 16 to May 22
- Main Graduation Ceremony on May 23, 2013
- Team Building/River Rafting Trip on May 28, 2013
- Final day of ASSC for the 2012-13 Academic Year on May 31, 2013.

B. Measure Q Update – Dr. Laguerre

Motion to suspend orders of the day and skip to Item VIII-C by Senator Johnson, second by Senator Cordova. **Motion carries (4,0,0).** Item proceeded after completing Item XIII-E. Dr. Laguerre thanked ASSC for being involved with the Measure Q Advisory Committee. Dr. Laguerre also discussed about Measure G and the Faculties Master Plan. After completing this item, Motion to resume orders of the day and return to Item XIII-F by Senator Johnson, second by Senator Alexander. **Motion carries (4,0,0).**

- C. Welcome Week for Upcoming Fall Semester – Joena Mesa
VP Mesa proposed ASSC to help plan activities for this event. A new committee is suggested to help set up the budget for this event. Advisor Ghous will address more on this item next week.
- D. NASPA Conference – Mostafa Ghous
Advisor Ghous is requesting ASSC to reimburse \$2,297.40 for this conference. Costs include \$1,245.80 for meals and hotel expenses and \$1,051.60 for travel expense. Motion to extend this item by 1 minute by Senator Murray, second by Senator Johnson. **Motion carries (4,0,0).**
- E. CCCSAAA: Advisor’s Level Certification Training – Mostafa Ghous
Advisor Ghous proposed a budget of \$750 for the trip to this event on June 20 and 21. Budget includes a registration fee of \$225 and travel and meal expenses of \$525. After this item, motion to suspend orders of the day and return to Item XIII-B by Senator Murray, second by Senator Cordova. **Motion carries (4,0,0).**
- F. CCCSAAA: Student’s Level Certification Training – Daniel Schmitgal
Legislative Advocate Schmitgal noted this event is the general assembly version that will take place in LA in the fall semester. No specific details were provided on this event. After this item, motion to adjourn by Senator Cordova, second by Senator Johnson. **Motion carries (4,0,0).**
- G. Pre-Leadership for Fall Semester – Toni Murray
Item postponed to next week due to adjournment.

IX. ACTION ITEMS

- A. Ratification of Spring Election Results
Item postponed to next week due to adjournment.
- B. ASSC Semester Contribution – Toni Murray
Item postponed to next week due to adjournment.
- C. Technus – Gabriel Johnson
Item postponed to next week due to adjournment.

- X. UNFINISHED AND ONGOING BUSINESS
 - A. Cinco De Mayo – Kayla Salazar/Joena Mesa
No update due to adjournment.
 - B. Team Building – Joel Powell
No update due to adjournment.
- XI. COMMITTEE REPORTS
No committee reports due to adjournment.
- XII. DIVISION REPORTS
No division reports due to adjournment
- XIII. EXECUTIVE BOARD REPORTS
No executive board reports due to adjournment.
- XIV. ANNOUNCEMENTS
No announcements due to adjournment.
- XV. OPEN DISCUSSION
No open discussion due to adjournment.
- XVI. UPCOMING AGENDA
No discussion for upcoming agenda due to adjournment.
- XVII. ADJOURNMENT
Meeting adjourned at 2:03 pm.

SPRING SEMESTER 2013
STUDENT HEALTH CENTER REPORT

Number of Students served:

Total=1171

Number of Staff served:

Total=330

Total clients served = 1501

Female visits =852

Male visits = 648

911 calls placed= 2

Number of classroom lectures = 0

(condoms/STD pamphlets given to Dr. Tasha Smith's Family Relationships class March 2013)

Number of Vaccines

Annual Flu Vaccine =0

Number of Tuberculin tests (PPD)

Students=41

Staff=99

Total =140

Number of STD tests =0

Number of Pregnancy tests = 21 tests; 2 positive tests

Condoms visits= 154

Health Screenings = 11

Number of documented referrals=179

SPRING SEMESTER 2013

STUDENT HEALTH CENTER REPORT (cont.)

Health Related Activities offered to students

Student Health Center services – assessments, first aid, medications, Tuberculin skin testing, referral, education, illness care, pregnancy testing, sore throat Strep. Testing, vision and hearing screenings

Planned Parenthood partnership – Family planning and sexually transmitted disease services held weekly at the Student Health Center (#8 clinics, average #3 clients/clinic - #24 clients served). Hours of Express Clinics Wednesdays 12:30pm to 3:30pm. Last clinic = March 6, 2013. Partnership with Planned Parenthood ended at Planned Parenthood request. Explored Family PACT application for Student Health Center – Solano County Public Health cannot support physician requirement for Family PACT/Medi-Cal provider status. 18 referrals made to Planned Parenthood (march 6 – May 22, 2013)

Aldea Mental Health Services – Mental Health Therapy services at the Student Health Center (7 clinics, 1 clinics/week, 16 total hours - #15clients served).

Health Related Activities taking place outside the Student Health Center including off-campus centers

Weekly Student Worker outreach in 400 and 1400 Buildings –

Topics: Eating disorders, anemia, Out of Darkness event on campus to raise awareness re: suicide, breastfeeding, gambling, alcohol and drug abuse, allergies, skin cancer, pregnancy, STDs, women's health, depression, safe sex, services of Health Center = 132 participants

Annual (22nd) Health and Community Resources Faire – #22 vendors

Outreach to Vallejo campus x 4:

STD Event = 93 participants

Flu Event = 75 participants

Dr. Safe Sex Clinics x2 = 22participants

SafeQuest Solano April 2013 = Health Education table in lobby

Nurse Health Office hours: students visits = 37

SPRING SEMESTER 2013

STUDENT HEALTH CENTER REPORT (cont.)

Library Display – coordinated with Librarian at SCC in Vallejo to provide poster board health information and book display on Mental Health resources/signs and symptoms of depression, anxiety, grief

Outreach to Vacaville campus x 2:

Students served =20

SafeQuest Solano April 2013 = Health Education table in lobby

Earth Day /Sustainability participation (4/17/13) theme to educate on toxic waste of cigarettes and safe medication and syringe disposal; gave out reusable shopping bags (California Youth Advocacy Network donation)

HIV Testing Van=#4 tests performed

Blood Drive= (3/27/13) #35 donors

Out of Darkness (March 2013) – Health Center represented with vendors of this 5K walk and educational event to raise awareness about Suicide

Dr. Ssex Safe Sex Clinics (2 at the Vallejo Center and 3 at Fairfield campus)

Attended by #77

Graduation – First Aid assistance to graduation event (5/23/13)

Social Networking

My Solano – updated calendar in MySolano for the Student Health Center with Health Center news and announcements throughout the semester

Facebook – Student Health Center Facebook page, news, announcements, friends, groups, photos maintained by Student Workers with assistance from Health Center staff

Twitter – daily tweets about health information and Health Center events

SPRING SEMESTER 2013

STUDENT HEALTH CENTER REPORT (cont.)

Health Center Promotion activities

Campus-wide TV monitors – provided power point presentations to run continuously with other campus announcements on the TV monitors in the Bldg. 400, Vacaville Campus and Vallejo Campus to promote Student Health Center services and provide health education presentations on the monitors on the topics: Flu, Stress Reduction

Newspaper – Tempest article submitted; topic: Health Center activities and services

ASSC Bulletin – submitted bi-monthly to ASSC Bulletin to announce Health Center activities and services

A-frame –Bulletin Boards –announce Health Center events and services

Webpage – enhanced Health Center webpage with campus map/location

Nursing Student preceptors:

Solano Community College Nursing Students (#4) – provided supervision to nursing students who providing campus health education/activity on hand washing and stress reduction

Samuel Merritt University Nursing Students (#2) – provided supervision to nursing students who provided campus health education/activity at the Vallejo Campus on Flu and STDs

Health Center Quality Assurance Activities

Developed new protocol (Tobacco Use), revised existing protocols, reviewed Policy and Procedure Manual (annually), developing tool for chart auditing, arranged with Solano County Family Health Services clinics to continue with drop-off site for expired medication waste, in discussions with Solano/Napa/Yolo Lab re: STD testing

SPRING SEMESTER 2013

STUDENT HEALTH CENTER REPORT (cont.)

Campus and Community Meetings –

Threat Assessment/Crisis Intervention Team –attended first meeting by invitation from Dean Erin Vines; no follow-up meetings scheduled at this time

Safety Committee (SCC) monthly attended by PHN

All Staff Public Health Nursing (Solano County) attended by Noel Robinson, PHN

General Public Health Nurse Meeting (County) attended by Noel Robinson, PHN and Deborah Summers-Collins, PHN

Public Health Division Meeting(County) 4/30/13attended by Regina Huerls-Washington, Deborah Summers-Collins and Noel Robinson, PHN

Health Services Association – California Community Colleges State- PHN membership

ASSC Meeting weekly Tues. at 12:30 - 2:00pm in Room # 1421 - attended by student worker

Submitted by Noel Robinson, PHN 5/23/13