

Council of Chairs  
March 5, 2013

Present: Tom Costa, Robin Benke, Sandy Huguenin, David Kendall, Marcia Mitchell, Jeff Cantrell, Margie Tucker, Rachel Tighe, John Mark Adrian, Suzanne Adams-Ramsey

Absent: Alex Edwards, Cathie Collins, Bryan Hoyt

Marcia Mitchell, director of Student Support Services, discussed the program's services and funding. The office is under a five-year funding cycle; the current funding ends Sept. 1, 2016. She will submit a grant proposal to the Department of Education next fall. Of the five program staff two are 100 percent grant-funded; one is 100 percent funded by the College; and two are funded 75 percent by the grant and 25 percent by the College. Mitchell would like to see the College provide more stable funding to ensure services continue without interruption. Asked about the possibility of pursuing monies other than the federal grant, Huguenin noted that an endowment of \$5 million would be needed to generate sufficient income to fund a learning center. Mitchell said that funding is becoming more competitive in the current economic climate. During the last funding cycle Virginia lost eight Upward Bound programs.

To be eligible for Student Support Services, a student must be a first-generation college student, meet low income guidelines, or be covered under the Americans with Disabilities Act. Of the ADA students served, one-third must also meet the income guidelines. The program is mandated to provide tutoring, academic advising, financial literacy, and assistance with FAFSA renewal and graduate school applications. This year SSS is serving 190 students. Mitchell asked that faculty recommend students who would be good tutors. Tutors are needed in math, physics, chemistry and foreign language. They are paid \$7.75 per hour.

Huguenin asked the group for feedback on the advising process. It was mentioned that the degree audit is often slow, and can contain wrong information. Some faculty use the student's course history instead.

Huguenin said the policy on Involuntary Withdrawal is under consideration, and needs clarification. He asked that feedback be sent to him.