



Los Angeles Valley College College Bulletin January 13-19, 2008

LAVC Campus News



More Free Workshops to Help Improve Your Computer Skills

Professional Development/STARS will be offering two free workshops this week to help faculty and staff develop their computer skills. "Microsoft Word Basics: Working with a Document" will be held on Wednesday, January 16 from 1-2 p.m., and covers scrolling, selecting, deleting, changing text, view modes, and envelopes and labels. "Microsoft Excel Basics: Modifying a Worksheet" on Thursday, January 17 from 1-2 p.m. will share how to open a file, insert/delete rows and columns, copy/move cells, and use AutoSum and AutoFill. All workshops will be held in the Professional Development Center (formerly, the PMRC). RSVP is not required. For more information, call (818) 947-2712 or (818) 947-2569.



LAVC Hosts a Career Day for High School Students

LAVC will present a Career Exploration Day for 300 high school juniors and seniors on Thursday, January 17 from 9 a.m.-1:30 p.m. in Monarch Hall. Participating students will be able to choose to attend two out of 11 different interactive sessions. In each session a faculty member, student and industry expert will facilitate the activity. The Career and Academic Success Team (CAST) collaborated with the Services Office to organize this event. For more information on the Career Exploration Day, contact Student Services at (818) 947-2702.



Don't miss the "Wizards of LAVC" Classified Staff Retreat on January 18

The Classified Staff Development Committee will hold the third annual Classified Staff Retreat "Wizards of LAVC" on Friday, January 18, 2008 from 8 a.m.-1 p.m. in Monarch Hall. A stimulating and informative program is planned, and includes a continental breakfast and lunch. For more information, contact Professional Development/STARS at profdev@lavc.edu.



Help for Students is Just a Mouse Click Away!

We need your help to identify Winter Session students who may be struggling, and to connect those students with campus services that will help them succeed. Early Alert is a new and improved online program designed to help LAVC faculty and staff assist students with their academic problems, financial problems, and personal problems. Early Alert is part of the LAVC Student Success Initiative. Just follow five easy steps to help your students succeed. Log onto www.lavc.edu/EarlyAlert/ today!



Dennis Reed's Essay Is Published

Dennis Reed, Dean of Arts, has written a new essay entitled "My Hirsh: Experiments in Filmmaking and Photography". The essay appears in *My Hirsh: Color Photographs*, a catalogue published by San Francisco art dealer Paul Hertzmann. Congratulations Dennis!



Tip of the Week: How to Find Information on the LAVC Web Site

Information on the redesigned LAVC Web site is organized differently from the old site. Specific links for faculty and staff (e.g. Outlook email, Work and Service Orders, assigning grades online, committee schedule, etc.) are now conveniently grouped under the "For Faculty & Staff" link at the top of the page. *Hint: If you are having problems searching for an item that used to be found on the old homepage, just type it into the search button field.* If you have suggestions on how information could be more easily linked on the Web site, please feel free to email webmaster@lavc.edu.

Campus Activities

There may be a charge to attend the below events, please contact the listed department/contact person for more detailed information.

Sunday, January 13

Monday, January 14

Tuesday, January 15

Wednesday, January 16

Manufacturing Academy Orientation @ 10 am (Job Training Office) – Job Training x2941

Professional Development/STARS "Microsoft Word Basics: Working with a Document" Workshop @ 1-2 pm (Professional Development Center) – Professional Development/STARS x2712

LAVC Women's Basketball vs. Citrus College @ 5:30 pm (South Gym) – Athletics x2508

LAVC Men's Basketball vs. Citrus College @ 7:30 pm (South Gym) – Athletics x2508

Thursday, January 17

Career Exploration Day for High School Students @ 9 am-1:30 pm (Monarch Hall) – Sherri Rodriguez x2702

Professional Development/STARS "Microsoft Excel Basics: Modifying a Worksheet" Workshop @ 1-2 pm (Professional Development Center) – Professional Development/STARS x2712

Friday, January 18

"Wizards of LAVC" Classified Staff Retreat @ 8 am-1 pm (Monarch Hall) – Professional Development/STARS x2712

Saturday, January 19

Committee Meetings

For a schedule of Winter/Spring/Summer 2008 LAVC committee meetings, visit <http://www.lavc.edu/committeessp08.html>

Campus Announcements

The District is seeking volunteers to recruit for the LACCD at the California Community Colleges Job Fair, which is being held on Saturday, January 26 from 10 am-4 pm at the LAX Westin Hotel in Los Angeles. While there is a limitation on hiring, this event is part of the District's continuing college relations program. The district is looking for extra volunteer recruiters who would be willing and knowledgeable about the college and the typical faculty, administrative and classified openings for which the college normally recruits. Volunteers should be prepared for 2-3 hours of constant interaction and wear business attire with comfortable shoes. If you are interested, please contact Agnes McBride at (213) 891-2315 by January 18.

PLEASE ANNOUNCE TO ALL STUDENTS: Applications for the Jack Kent Cooke Scholarship are now being accepted in the Office of Student Services (Campus Center, Room 100-A). To apply for this \$30,000 per year transfer scholarship, students should download the application materials at www.jackkentcooke.com. Applications will be accepted until the January 28, 2008.

PLEASE ANNOUNCE TO ALL STUDENTS: Want to help to pay for school? Applications for LAVC Foundation scholarships will be available for pick-up starting January 28, 2008 in the Administration Building, Room 100. The application process is easy, and you can apply for as many as you want. The application deadline is March 14, 2008. For more information, call the LAVC Foundation at (818) 947-2619.

PLEASE ANNOUNCE TO ALL STUDENTS: Don't forget to apply for financial aid for the 2008-2009 academic year! The deadline to apply is March 2, 2008. If you miss the deadline, you can still apply for financial aid but some funding is limited. For questions, contact the Financial Aid Office at (818) 947-2412.

Bond A/AA Updates

For updates on Bond A/AA projects, visit <http://www.lavc.edu/propa/index.html>

The LAVC College Bulletin is distributed to the campus community every Wednesday for the following week's activities and events.

To submit a request to post news items/events in the College Bulletin, a message on the campus marquee and/or for public relations assistance, complete the PR Request Form at <http://www.lavc.edu/bulletin/bulletin.html>

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