



# Los Angeles Valley College College Bulletin January 27-February 2, 2008

## LAVC Campus News



### **This Week's Professional Development Center Workshops**

Professional Development/STARS will present "Microsoft Word Basics: Editing Documents" on Monday, January 28. This workshop will cover changing text case, moving and copying text, copying between documents, undo, redo, using autocorrect, spelling and grammar checks and using the thesaurus. On Thursday, January 31, another workshop entitled "Microsoft Excel Basics: Entering Simple Formulas" will be held on how to work with operators and order of precedence, use type and point to complete formulas with relative and absolute numbers, freeze and split worksheet displays, hide and reveal rows and columns, display formulas or answers, and change file names and file locations. All workshops will be held from 1 – 2 p.m. in the Professional Development Center (formerly, the PMRC). No RSVP is required. For more information, call Professional Development/STARS at (818) 947-2712 or (818) 947-2569.



### **January 29 is New Student Welcome Day**

Valley College will hold its Welcome Day 2008 for new students on Tuesday, January 29 from 9 a.m. – 12 noon and 5:30 – 7:30 p.m. in the Campus Center, 1st floor. This fun event will allow new students to gain an overview of the college and get prepared to start school. New students will participate in academic discipline-based workshops, meet department personnel and get information about the college's most popular career paths. Students can sign up for either the day or evening session. Spanish and Armenian services will also be available. To RSVP, visit [www.lavc.edu](http://www.lavc.edu) and click on the "Welcome Day" link on the homepage.



### **Spring 2008 Walk-In Student Registration Begins January 30**

From January 30 – February 14, current LAVC students can register, add and drop classes in-person for the Spring 2008 Semester in Monarch Hall. In-person registration will be open Mondays through Thursdays from 8 a.m. – 8 p.m., Fridays from 8 a.m. – 4 p.m. and Saturday from 9 a.m. – 1 p.m. *Please note: From February 19-22, Admissions and Records, Counseling, Business Office and Financial Aid will*

be open in their regular offices from 8 a.m. – 8 p.m. For more information on Walk-In Registration, contact Admissions and Records at (818) 947-2553.



### **Don't Miss the Education Master Plan Kick-Off on February 1**

Do you want to learn how we plan to meet our ever-changing student needs over the next decade? Come learn how LAVC will chart the course for our future at the Education Master Plan Kick-Off on Friday, February from 1 – 2 p.m. in the Cafeteria Conference Room. In this meeting, you will be introduced to the STRATUS Consulting Team and will receive an overview of the Work Plan Review including project goals, desired outcomes, guiding principles, steps and project timeline. For more information, contact Rebecca Stein at [steinrl@lavc.edu](mailto:steinrl@lavc.edu) or (818) 947-2538.



### **LAVC Monarch Stadium Receives a National Award**

The LAVC Monarch Stadium received a "Distinguished Outdoor Track - Facility Award" from the American Sports Builders Association (ASBA). The stadium facility was honored for its excellence in design and construction. Neil Silver of Mondo USA presented the award to Chuck Ferrero and Dr. Tyree Wieder. ASBA is a national organization for builders, designers and suppliers of materials for tennis courts, running tracks, synthetic turf fields, indoor and outdoor synthetic sports surfaces. Congratulations!



### **Tip of the Week: The "Admissions" link**

The redesigned LAVC Web site contains a menu of information on the left-hand navigation. The "Admissions" link provides admissions and records information for our new, returning and continuing students. Through this link, students and prospective students will find how to apply, new student orientation, the Assessment Center, how to register, access to the student information system and general information (e.g. frequently asked questions, AA degree requirements, transfer requirements, how to get student ID card, etc). Please take a moment to familiarize yourself with the information for our students. If you have a suggestion on information/links that you think should be included on the "Admissions" link, please contact [webmaster@lavc.edu](mailto: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 27**

### **Monday, January 28**

*Professional Development/STARS "Microsoft Word Basics: Editing Documents" Workshop @ 1-2 pm (Professional Development Center) – Professional Development/STARS x2712*

### **Tuesday, January 29**

*New Student Welcome Day 2008 – Morning Session @ 9 am-12 noon (Campus Center) – Ashley Dunn x5517*

*New Student Welcome Day 2008 – Evening Session @ 5:30-7:30 pm (Campus Center) – Ashley Dunn x5517*

**Wednesday, January 30**

*Walk-In Student Registration @ 8 am-8 pm (Monarch Hall) - Admissions & Records*

**Thursday, January 31**

*Walk-In Student Registration @ 8 am-8 pm (Monarch Hall) - Admissions & Records*

*Professional Development/STARS “Microsoft Excel Basics: Entering Simple Formulas” Workshop @ 1-2 pm (Professional Development Center) – Professional Development/STARS x2712*

*AGTF Meeting @ 1-3 pm (President’s Conference Room) – Administrative Services x2336*

**Friday, February 1**

*Walk-In Student Registration @ 8 am-4 pm (Monarch Hall) - Admissions & Records*

*Education Master Plan Kick-Off @ 1-2 pm (Cafeteria Conference Room) – Rebecca Stein x2538*

**Saturday, February 2**

*Walk-In Student Registration @ 8 am-1 pm (Monarch Hall) - Admissions & Records*

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

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

## **Committee Meetings**

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

## **Campus Announcements**

Mark your calendars! The LACCD will be providing free tuberculosis (TB) exams for current district employees. The state Education Code requires employees to demonstrate that they are free from active TB upon initial employment at the employee’s expense, so the District offers employees a skin test, consultation, or a chest x-ray every four years at no cost to the employee. Nurses from Glendale Adventist Occupational Medicine Center will be at LAVC to conduct TB tests on Tuesday, February 5 from 7:30 am – 2 pm in the Maintenance and Operations Break Room. Individuals who have been administered a skin test will need to return on Thursday, February 7 between 7:30 am – 2 pm at the same location. For more information on TB tests at LAVC, contact Perla Lombrano at (818) 947-2991.

The LACCD Retirement Unit and the AFT Staff Guild, Local 1521A, are hosting two CalPERS workshops on “Calculating your CalPERS Pension & Post Retirement Pension Benefits”. The first workshop will be held on Tuesday, March 11 from 9 am – 12 noon in the LAVC Cafeteria Conference Room. The other workshop will be held on Monday, March 17 from 9 am – 12 noon at the LACCD Board Room in downtown Los Angeles. Those individuals interested in attending should complete the reservation form, and are asked to bring a calculator and their PERS statement. For more information, contact Selma Cohen at (818) 947-2637.

Help your students succeed by using Early Alert. This new and improved online program designed to help LAVC faculty and staff assist Winter intercession students with their academic problems, financial problems, and personal problems. We need your help to identify students who may be struggling, and to connect them with campus services that will help them succeed. Just follow five easy steps at [www.lavc.edu/EarlyAlert/](http://www.lavc.edu/EarlyAlert/)

**PLEASE ANNOUNCE TO ALL STUDENTS:** Time is running out! The deadline to apply for the Jack Kent Cooke Scholarship is Monday, January 28. You can turn in your application for this prestigious \$30,000 per year transfer scholarship to the Office of Student Services (Campus Center, Room 100-A). To apply, students should download the application materials at [www.jackkentcooke.com](http://www.jackkentcooke.com).

**PLEASE ANNOUNCE TO ALL STUDENTS:** Want a scholarship to help to pay for school? Applications for LAVC Foundation scholarships will be available for pick-up on Monday, January 28 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:** Do you want to study in Paris, France over the summer? Come find out how you can study abroad at the LAVC Summer in Paris 2008 Program information meeting on Saturday, February 9 from 12 noon – 2 pm in Foreign Language Building, Room 102. For more information, visit [www.lavc.edu/paris](http://www.lavc.edu/paris).

**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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