



Los Angeles Valley College College Bulletin July 6-12, 2008

LAVC Campus News



Summer 2008 Hours of Operation is Now Available Online

A list of regular office hours for Summer 2008 is now available on the LAVC Web site. The list includes the regular hours of operation for the following offices: **Academic Affairs, Administrative Services, Admissions and Records, Assessment Center, Bookstore, Business Office, CalWORKs, Career Transfer Center, Counseling, DSPS, EOPS, Community Education/Extension, Financial Aid, Library, Student Health Center, and VCAP**. Visit <http://www.lavc.edu/officehours/> to view the schedule of office hours.



Technology Boot Camp for Faculty & Staff

Virtual Valley and the Professional Development Center (PDC) will present a special three-day computer boot camp on **Tuesday, July 8 through Thursday, July 10 from 9 a.m. - 3 p.m.** This training, geared for faculty and staff who want to expand their computer skills with several focused workshops, **will cover the basics of PowerPoint, podcasting, blogs, Photoshop, iPhoto and Snagit**. Workshops will be taught by highly qualified LAVC staff, and held in the PDC and the Campus Center (CC) 6 Basement. A complete schedule is available at http://www.lavc.edu/virtualvalley/boot_camp.html. For more information, contact Jim Marteney at martenji@lavc.edu.



Procurement Training Offered at LAVC

The LACCD Business Services Office's Contracts and Purchasing Section, the Office of the General Counsel, and College Procurement Specialists will present a one-day **"New Procurement Policy and Procedures" training seminar on Tuesday, July 8 from 9 a.m. - 3 p.m. in the Fireside Room**. The special training session will cover the following topics: overview of the procurement policy, procurement responsibilities and organization; legal authorities for procurement, micro, small and medium purchases bid thresholds, large purchases, short-term agreements and contracts for services (personal vs. professional services), bid protest and appeals, cooperative purchases/piggyback, lease of equipment license of software and other intellectual property, acceptance of loaned or donated items, authorization

to pay, purchasing cards, receiving and acceptance of purchase items, invoice and payment, suppliers, procurement considerations for specially funded programs, review of provisions in a contract template, and civic center/permit for use. **Individuals who oversee or approve purchases, are involved with procurement, or input purchases into the SAP Database should attend.** Please RSVP to Nancy Camargo at (818) 947-2337 or camargnk@lavc.edu.



Construction Notice (UPDATED) – Fulton Avenue Entry and Monarch Square Closed

The Fulton Avenue Entry and Monarch Square are **scheduled to be closed for construction starting Thursday, July 10**. The originally anticipated construction start date was delayed due to verification of funding approval. Signs will be placed around campus to re-direct traffic and pedestrians to the following alternate entryways and parking lots: **the temporary entrance to College Road South parking lot will be located on Burbank Avenue** (the driveway for emergency personnel to the east of the current exit ramp will be opened), **the temporary entrance to College Road North parking lot will be located by the Fulton Avenue driveway to Parking Lot B** (the tire damage spikes on the current exit way will be removed to allow cars to enter), and **the temporary drop-off/pick up zone for students and DSPS students will be located in Parking Lot B**. To view a campus map noting the temporary locations and entryways, visit <http://www.lavc.edu/propa/constructionupdates.pdf>. Questions and concerns regarding construction of the Fulton Avenue Entryway and Monarch Square should be directed to Robert Tellez at (818) 756-0972 or robert_tellez@urscorp.com.



Assessment Center Temporarily Closed

The LAVC Assessment Center **will be closed on Friday, July 11** for TEAS testing for nursing students. The Assessment Center will resume its regular hours of operation for the Summer on Monday, July 14. Visit <http://www.lavc.edu/officehours/> for the Summer office hours.



LAVC Blood Drive was a Success!

The LAVC Blood Drive that was held on June 30 was **one of the best blood drives that LAVC has ever had**. There were 36 people who donated blood, and the **American Red Cross was able to collect 38 pints of blood** (which could help save 114 lives!).

Campus Activities

There may be a charge to attend the below events, please contact the listed department/contact person for more detailed information. A complete list of campus events is posted on the calendar at <http://www.lavc.edu>, including a complete faculty/staff calendar.

Sunday, July 6

Monday, July 7

Professional Development Presents "Grading Essays Efficiently: Save time when grading writing assignments" Best practices sharing workshop @ 1-2 pm (Professional Development Center) – Contact: Professional Development (818) 947-2712 <http://staffdev.lavc.edu/>

Tuesday, July 8

LACCD Presents "New Procurement Policy and Procedures" Training Seminar @ 9 am-3 pm (Fireside Room) – Contact: Nancy Camargo (818) 947-2337 camargnk@lavc.edu.

Technology Institute Presents "Photoshop 1" Boot Camp Workshop @ 9 am (Campus Center 6 Basement) – Contact: Jim Marteney martenji@lavc.edu
http://www.lavc.edu/virtualvalley/boot_camp.html

Technology Institute Presents "Blogs" Boot Camp Workshop @ 10:30 am (Campus Center 6 Basement) - Contact: Jim Marteney martenji@lavc.edu http://www.lavc.edu/virtualvalley/boot_camp.html

Technology Institute Presents "PowerPoint 1" Boot Camp Workshop @ 1 pm (Professional Development Center) - Contact: Jim Marteney martenji@lavc.edu http://www.lavc.edu/virtualvalley/boot_camp.html

Wednesday, July 9

Technology Institute Presents "Photoshop 2" Boot Camp Workshop @ 9 am (Campus Center 6 Basement) - Contact: Jim Marteney martenji@lavc.edu http://www.lavc.edu/virtualvalley/boot_camp.html

Technology Institute Presents "Intro to Podcast" Boot Camp Workshop @ 10:45 am (Campus Center 6 Basement) - Contact: Jim Marteney martenji@lavc.edu http://www.lavc.edu/virtualvalley/boot_camp.html

Technology Institute Presents "Tips & Snagit for PC Users" Boot Camp Workshop @ 1 pm (Professional Development Center) - Contact: Jim Marteney martenji@lavc.edu
http://www.lavc.edu/virtualvalley/boot_camp.html

Technology Institute Presents "Tips & iPhoto for MAC Users" Boot Camp Workshop @ 1 pm (Campus Center 6 Basement) - Contact: Jim Marteney martenji@lavc.edu
http://www.lavc.edu/virtualvalley/boot_camp.html

Thursday, July 10

Technology Institute Presents "PowerPoint 2" Boot Camp Workshop @ 9 am (Professional Development Center) - Contact: Jim Marteney martenji@lavc.edu http://www.lavc.edu/virtualvalley/boot_camp.html

Technology Institute Presents "Intro to Wed 2.0 Tools" Boot Camp Workshop @ 11:00 am (Professional Development Center) - Contact: Jim Marteney martenji@lavc.edu
http://www.lavc.edu/virtualvalley/boot_camp.html

Technology Institute Presents "Podcast Projects Recording" Boot Camp Workshop @ 1 pm (Professional Development Center) - Contact: Jim Marteney martenji@lavc.edu
http://www.lavc.edu/virtualvalley/boot_camp.html

Friday, July 11

Saturday, July 12

Committee Meetings

A complete list of Spring/Summer 2008 LAVC committee meetings is available at <http://www.lavc.edu/committeessp08.html>

Campus Announcements

PLEASE ANNOUNCE TO ALL STUDENTS:

- **Temporary DSPS and Student Pick-up/Drop-off Location Update.** Starting Thursday, July 10, the drop-off / pick-up area for students and DSPS will be relocated to Parking Lot B (near Fulton Avenue and Oxnard Street) due to renovations to the main Fulton Avenue entryway. Signs will be placed directing traffic to this alternate pick-up/drop-off area for the rest of summer. To view a campus map noting the temporary drop off zone, visit www.lavc.edu and click the "Temporary Locations & Parking Updates" button.
- **Temporary Relocation of Assessment Center, Writing Center & Math Lab.** During the summer, the Assessment Center will move to CSIT 2, the Writing Center will move to Bungalow 1, and the Math Lab will move to the Library Group Study Room. Visit "Temporary Locations and Parking Updates" at www.lavc.edu for a PDF map that shows these new temporary locations.
- **New Change in the Non-resident Tuition Waiver Policy.** Starting in the Fall 2008 semester, all non-resident students enrolled in 4 or fewer units will be exempt from paying non-resident tuition. All non-resident students enrolled in more than 4 units will pay non-resident tuition for all units in which they are enrolled. For questions regarding this policy, contact the Admissions & Records Office at (818) 947-2553.

Summer Youth Soccer Clinic at LAVC. The LAVC Women's Soccer Team and the North Hollywood High School (NHHS) Girls Soccer will hold a weeklong soccer clinic for youth ages 5-15 years old on July 14-18 from 9 a.m.-12 noon at LAVC's Monarch Stadium. It will teach participants the fundamental soccer skills, including the keys of passing, ball control, shooting and defending. The cost is \$49 per player, and includes instruction and a clinic t-shirt. Participants should bring the necessary footwear, a soccer ball, shin guards, a snack and a water bottle. All proceeds from the clinic will benefit the LAVC Women's Soccer Team. For more information, contact Shane Watkins at (818) 778-5523.

Free Baby Clothes Exchange. The LAVC Family Resource Center is offering a free clothes exchange to the community. It accepts clean used baby clothes in good condition for newborns to size 3. To donate/trade your gently used baby clothes, visit the Family Resource Center in Bungalow 49. For more information, contact Kathleen Weislein at (818) 778-5528 or weislekm@lavc.edu.

Correction / Update

The following are corrections / updates to the June 29-July 5 issue of the College Bulletin:

- The campus will fully reopen after the July 4th holiday on Monday, July 7. The incorrect date was noted in last week's College Bulletin.
- The start of Fulton Avenue Entry and Monarch Square construction was postponed due to verification of funding approval. The new construction start date is scheduled for Thursday, July 10. Please contact Robert Tellez at (818) 756-0972 or robert_tellez@urscorp.com for any questions or updates regarding this project.

We apologize for any confusion these errors may have caused.

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.

A PDF version is also posted on the LAVC Web site every Friday.

To submit a request to post news items/events in the College Bulletin, post a message on the campus marquee and/or for other kinds of public relations assistance, please submit a PR Request Form, which is available at <http://www.lavc.edu/campusnews/pr.html>

Available in alternate media formats