

IV.
SERVICES FOR STUDENTS

“Education is not preparation for life: education is life itself.”

*-John Dewey
1859-1952*

BASIC SKILLS

The Basic Skills program is housed in the Humanities Center on the lower campus. Ten Basic Skills courses provide students with the foundational skills in reading, writing and mathematics need to complete further introductory college courses. These courses are one credit, open entry/open exit and allow the student to work at his or her own pace. Basic skills courses do not apply to the Associate Degree. All students registered for Basic Skills courses must attend an orientation before they undertake their work.

Maximum Units in Remedial Classes

Students at Victor Valley College are eligible to enroll in a cumulative maximum of 30 semester units of remedial classes including reading, writing, mathematics, learning skills, and study skills courses. For example, the Basic Skills Program includes 10 one credit courses which would count as remedial level work. Remedial classes also include English as a Second Language (ESL) courses which are designed to ensure acquisition of skills necessary for completion of associate degree, transfer, and technical courses.

Students identified by the district as being learning disabled are exempt from the 30-unit maximum. Students with other types of disabilities may be exempted on a case-by-case basis.

Waivers of this policy may be made for students who show significant, measurable progress toward the development of skills appropriate to their enrollment in college-level courses, yet need limited course work beyond the 30 semester unit limit. Significant and measurable progress is defined as completion of precollegiate basic skills classes with grades of "C" or better, or a grade of "credit" if the course is categorized as mandatory credit/non-credit.

The Petitions Committee is granted the authority to issue Remedial Semester Unit Limitation waivers.

Unless provided with a waiver, students who do not attain full eligibility status for college-level work within the prescribed 30 semester unit limit are to be dismissed and referred to adult non-credit education courses.

Dismissed students may petition for reinstatement for the purpose of enrolling in college-level course work upon successful completion of appropriate adult noncredit classes or upon demonstration of skill levels which can reasonably be expected to assure success in college-level courses.

CAREER CENTER/TRANSFER CENTER

Students interested in obtaining career information or transfer options should visit this unique multifaceted center.

Career Center

Trained staff, utilizing computerized guidance programs and professional publications, will assist you with career research. An extensive library of career related material can be used to discover career alternatives and identify your educational goals.

Transfer Center

The Transfer Center provides interaction with four-year institutions for those students who wish to continue their education. Appointments with CSUSB, UCR, and other university representatives are available on a regular basis. An annual College Fair is held in the Fall. Computers are available for applying to the four-year colleges on line, and locating education programs nationwide.

The Career/Transfer Center is located in the Counseling/Administration Building. The Center is open Monday through Thursdays, 8:30a.m. to 7:00p.m. and Fridays, 8:30a.m. to 3:00 p.m. For further information, call (760) 245-4271, extension 2447.

COOPERATIVE AGENCIES RESOURCES FOR EDUCATION (CARE)

An educational support program for single parents over 18 years of age. CARE has been funded by the state of California since 1989. CARE is educationally emphasized to enhance employability, increase confidence, elevate self-esteem and promote self-sufficiency to make possible the transition from welfare to independence.

Services include: financial aid grants-child care, books, and/or transportation, school supplies, typing services, study room, and personal educational options development counseling. Referrals and liaison to on-campus and community agencies. Support programs include: group weekly meetings, family day, adults day, and the "famous" Wall of Encouragement.

To qualify for CARE, a single parent must be eligible and active with the EOPS program and must be enrolled in twelve units, and have applied for financial aid. You must be considered single and head of the household by AFDC/TANF or CalWORKs and have at least one child under the age of fourteen.

To apply either attend the CARE Intake/Orientation or view the Intake/Orientation video. To find out more, come to the CARE office located in the Student Services Building 2. Office hours are Monday through Friday, 8:30a.m. to 5:00p.m.

COUNSELING SERVICES

Counseling services are available to all students. Students are invited to come in for confidential help in strengthening academic performance, selecting an educational major, developing educational and career plans, solving situational problems, and improving self understanding.

Career Planning

Counselors can assist students with exploring career options. Students are also encouraged to enroll in a career planning class, GUID 100. This educational planning class helps students discover their own interests, attitudes, and values and will help them make an initial career choice.

Academic Counseling

Counselors are available to help students plan their long and short-term educational careers.

Advice on setting educational goals and matching classes to a student's particular needs are some of the types of guidance to be obtained through academic counseling.

Information on the college's requirements for certificates of achievement and A.A. or A.S. degrees is available, as are transfer requirements to other schools.

Social/Personal Development Counseling

All through life, people must fit into society at work and in their leisure time.

To make this process easier for students, the college offers both individual consultations with a counselor and special group sessions through the personal development courses, such as GUID 59, 100 and 105 (see course descriptions in Section IX).

The college maintains a staff of professionally educated counselors to serve its students. Counseling services are available to every student and member of the college community. With professional counselors, students may explore freely and in confidence concerns which are important to them.

DISABLED STUDENTS PROGRAMS and SERVICES (DSPS)

Disabled Students Programs and Services provide individualized accommodations and services to students with various disabilities who are determined eligible for the program. Students with disabilities which will impact their academic experience at Victor Valley College and who want to receive services must apply at the DSPS office. Students will be asked to provide appropriate documentation to verify their disability. The campus of VVC is accessible to students with mobility impairments. Department of Motor Vehicles (DMV) placards or disabled plates are required along with a current VVC student permit for the use of disabled parking. The DSPS is located in Student Services Building II, Bldg. #50.

Who may be eligible?

Currently enrolled students with disabilities which impact them academically may be eligible for DSPS services. Examples of disabilities, which may impact the academic experience, are:

■ Learning Disabilities Program

Students with learning disabilities typically have average or above average intelligence, but experience difficulty processing information. For these students, information becomes "scrambled" as it is taken in through the senses, carried to the brain, stored, or expressed through speech and writing.

■ Physical or Other Disabilities

Eligible students include those with mobility impairments, visual and/or hearing impairments, acquired brain injuries, back injuries, diabetes, heart conditions, psychological disabilities, or any other physical impairment, which interferes with academic functioning.

What types of services does DSPS offer?

DSPS offers a wide variety of accommodations and services including specific academic support for students with learning disabilities, as well as individualized training in the use of adaptive computer technology in the Adaptive Computer Technology Center.

■ Adaptive Computer Training Center

The primary purpose of the ACT Center is to teach needed adaptive technology skills to individuals with disabilities. The acquired skills will empower these students with disabilities to work independently on computers at home, at work, and in campus labs, classrooms, and the library.

■ Accommodation Services

Eligible students will meet with a DSPS counselor or Learning Disabilities Specialist/Counselor to determine individualized accommodations required. Accommodations may include, but are not limited to: alternative testing, academic and vocational counseling, priority registration assistance, text in alternative format, note taking assistance, sign language interpreters, ACT Center referral, study skills instruction, equipment loans, liaison with faculty, and referral to public agencies.

■ DSPS Courses

DSPS also offers courses in the area of disability related issues designed to provide information, support, and strategies to students with disabilities. These include:

1. Guidance 70, "Alternative Learning Strategies," which provides students with learning disabilities the opportunity to identify their individual learning styles and to investigate compensatory learning strategies.
2. DVST 1, 2, 3, "Language Analysis Development," which provides activities designed to address language based learning disabilities.

EXTENDED OPPORTUNITY PROGRAM AND SERVICES (EOPS)

Extended Opportunity Program and Services (EOPS) (a state-funded program) provides book service, priority registration, tutoring, career counseling, student assisting, and other support services to disadvantaged Victor Valley College students.

To be eligible for EOPS, a student must be a resident of California and be enrolled in at least 12 units of classes for Fall and Spring and 4 units for Summer and Winter, but not have received an associate's degree (AA/AS) or completed more than 70 degree applicable units from any college, including Victor Valley College. Students must also be qualified for the Board of Governors Waiver A or B (financially disadvantaged) and be educationally disadvantaged based on Victor Valley College Assessment Scores.

To become eligible for EOPS, students must submit an EOPS application to the EOPS Office located in the Student Services Building 2. Office hours are Monday through Thursday from 8:30a.m. to 5:00p.m. and on Friday from 8:30a.m to 2:00p.m.

TRIO STUDENT SUPPORT SERVICES

The goal of the TRiO Student Support Services (SSS) program is to increase the college retention and graduation rates of under represented students and to facilitate their transition to a four-year college. Eligibility is determined by low income/first generation status and the need for academic support..

Program services include:

- Grant assistance for eligible students
- Academic, personal and financial aid counseling
- Career counseling and planning
- Individual tutorial services
- Use of computer lab to complete homework, receive tutoring and conduct financial aid, academic and career research
- Peer mentoring
- Workshops in personal and academic success
- Opportunities to visit colleges and participate in cultural activities

How to apply to the program:

****Students must first be enrolled in at least 9 units.****

1. Obtain an application packet from the Student Support Services (SSS) office or website.
2. Complete the application and schedule an appointment with the SSS counselor.
3. Office hours are M-F, 8:30 a.m. – 5:00 p.m.

LANGUAGE LAB

Our language programs focus on developing reading, writing and audio-oral communication skills in French, German and Spanish. The software available in the language lab supports the students language acquisition by offering a variety of exercises (grammar, written and oral expression, and listening comprehension) which allow them to practice the subjects learned in the classroom. Among the most important features the language lab offers to the students in developing their linguistic competence and achieving their academic goals are listening to the target vocabulary as many times as individual needs require, practicing the grammatical structures at their own pace, improving their test results by receiving immediate feedback, and voice recording.

For additional information see Foreign Languages Web page or call (760) 245-4271, extension 2655.

STUDENT ACTIVITIES

Many activities and services are available to students who attend Victor Valley College.

College services help facilitate each student's educational career and should make college life more pleasant and productive while students pursue their educational goals.

Student Body Privileges

Every student enrolled at Victor Valley College is a member of the student body and is entitled to participate in both academic and extracurricular activities at the college.

The Associated Student Body (ASB) is the organization which constitutes official membership in the community of students at Victor Valley College.

ASB fees are \$10 for all students. These fees are used to support the Athletic programs, Theatre Arts productions, student events and also afford the student availability to scholarship programs, community discounts and access to the ASB Computer Lab.

Students receive an ASB card which entitles them to FREE admission to all VVC Dance, Music & Theater Arts performances and discounts to other activities and free copies of the Victor Valley College newspaper/newsletter and other campus publications such as the college viewbook. The College Web Page address is: www.vvc.edu.

In addition, ASB card holders are eligible to be employed by the Associated Students, to compete for Associated Student awards, scholarships, and to hold office in student government.

Student Clubs

Clubs for students with a variety of special interests are an ongoing part of campus life at Victor Valley College. A complete listing of clubs is available from the Office of the Associated Student Body (ASB).

Students interested in a particular activity find that campus clubs are a good way to meet other students and share ideas and information.

Interested students may join a club of their choice by contacting the club's president or advisor.

Among the clubs now in existence are the PTK Honor Society, Model United Nations, Gay Straight Alliance, CNSA, Nursing Proc. 4 Club, GSA, EMT Club, Ready Rams, Theatre Club, Art Club, Biology Club, Cornerstone Christian Club, AWARE (Adults Who Are Returning to Education) Club, and the Rambassadors.

The VVC Rambassador Program is a student organization aimed at enhancing existing community outreach through campus tours, college fair exhibits and group presentations—all from a VVC student perspective. Current VVC students volunteer their time and energy by sharing their experiences with prospective students at high schools and other area community agencies or businesses. They may also participate in the peer support component, which serves to assist fellow continuing students with their acclimation to college life. Dedicated Rambassador volunteers often make excellent candidates for paid leadership positions in the club. Whether as a leader or a volunteer, Rambassadors enjoy many benefits, such as tee-shirts and other exclusive Rambassador logo gear. More importantly, they gain an intrinsic reward from helping others reach their goals, while learning acute professional skills.

Student Government

As members of the Associated Student Body of Victor Valley College, all students are eligible to vote for student representatives to student government and to participate in the government of their campus.

Elections for the ASB Council are held in the spring of each year. ASB election information is available through the ASB office located on the 2nd floor of the Student Activities Center. ASB Council meets on a regular basis and determines social policies and program activities for students at Victor Valley College. Students on campus are encouraged to bring matters of interest before the council or to sit in on student council meetings.

According the ASB Constitution, ASB students who are taking six or more units with a cumulative grade point average of 2.0 are eligible to run for office or be appointed to student government positions.

The student council's executive board consists of a President, Vice President, Executive Senator, Secretary and Treasurer.

A number of student senators sit on the student council as representatives of various departments on campus.

ASB Council members have membership on governance committees that have a significant effect on students.

If you would like to learn more or become involved, please call (760) 245-4271, extensions 2331, 2278 or 2378

STUDENT EMPLOYMENT OFFICE

The Student Employment Office at Victor Valley College offers employment resources, job referrals, and job placement services to students. Our mission is to assist Victor Valley College students with the opportunity to gain work experience and marketable skills in their field of study.

The Student Employment Office staff is sensitive to the needs of students and employers, and is committed to a program of personal attention to both participants.

The Student Employment Office focus is one of matching interests, training, and work history of the student to the job qualifications listed by the employer.

Services Include

- Student Employment Service
- Job referrals
- On-line job search
- Interview techniques
- On-campus interviews
- Off-campus interviews
- Computerized resume building
- Federal Work Study Placements
- Paid and no-paid internships

THE WRITING CENTER

Located in the Humanities Center (80-5), the Writing Center instructional assistants and student tutors are trained to work with students in a variety of writing tasks, including generating ideas, focusing on topics, adding support, organizing ideas, revising essays, researching ideas, documenting research, as well as recognizing grammar, punctuation, and spelling errors.

Software programs, word processing, and reference texts are available to help students. Tutors can also instruct in computer operations. Students from all disciplines are welcome. For information on services and hours of operation call (760) 245-4271, extension 2607. For those students not regularly on campus, visit our website for writing information and online tutoring: www.vvc.edu/writingcenter/index.htm.

