Chapter 8 - Services for Students, Special Programs and Student Life

Shasta College provides a broad spectrum of student services and activities to support the instructional program and to ensure maximum opportunity for success in the student's chosen major.

### Services for Students

#### Bookstore

The College Bookstore provides essential products and services that complement the academic environment and facilitate the education process for students, faculty, staff, and alumni as well as to visitors to Shasta College. The Bookstore offers self-service and selection in specialized book departments. Several non-book departments, such as school supplies, food products, emblematic wear, sundries, and gifts are also offered.

The Bookstore is open to the public throughout the school year. The team members of the Bookstore look forward to meeting many of you personally and helping you become better acquainted with the products and services offered. It is our purpose to make your visits to the Bookstore a pleasant and beneficial experience.

During the beginning of each semester the Bookstore has extended hours. Refer to the class schedule, our web page, or please call (530) 242-7574 for more information.

Textbooks can be ordered online at shastacollegebookstore.

#### Career Center

The Career Center provides resources to use in making career decisions and acquiring the occupational information necessary for planning your future. Students are invited to make use of computerized career exploration resources to learn more about their interests, skills, and work values. Resources are also available to research and compare educational requirements, pay, and future outlook for various occupations. Stop by Room 126 to learn how to create your personal career profile!

#### Service Area Outcomes

1. At least 85% of all students, staff and faculty will be satisfied with operations in the Career Services and Student Employment Department.
2. Employment and Career Services will partner with faculty, students, and community members including local employers to promote career and employment opportunities and preparation.

#### Student Support Learning Outcomes

1. Based on an in-person presentation, students will be able to list two resources provided by the Career and Employment Center.

#### Child Care Services

**Early Childhood Education**

**Early Headstart**

**Headstart-CalWORKs Preschool**

Shasta College Children’s Campus offers several options to help meet the childcare and educational needs of families. Go to shastacollegechildcare

The **Early Childhood Education Center** (530) 242-7600 is a demonstration child development laboratory site providing an enrichment experience for 3, 4, and 5-year old children. A daily fee approved by the Board of Trustees is charged for the program.

**Shasta County Head Start and Early Head Start** (530) 241-7951 provides an inclusive enriching program with extended day childcare from 7:30 a.m. to 2:30 p.m. Head Start/Early Head Start serves families of infant, toddlers and preschoolers aged eight weeks to five years. Enrollment priority is given to children of College CalWORKs students and low-income eligible families at no fee.

### Financial Aid – Scholarships

See Chapter 3 – Finance

#### Student Health and Wellness Office

The office is located in Room 2020 in the Campus Center. Confidential services are available to Shasta College students who have paid the semester health fee (handled at registration) and are registered at the time of service in credit-bearing courses for the current semester. You must present a government issued photo ID and your student ID number as eligibility will be verified with each visit. The office is open Monday thru Friday during the Spring and Fall semesters from 8:00 a.m. – 12:00 noon and from 1:00 p.m. - 4:00 p.m. Summer semester office hours, days, and services will vary. Services offered: first aid for on-campus accidents or injuries, TB testing, registered nurse consultation, health education, blood pressure checks, vision and hearing screening, cholesterol screening (nominal fee-call for details), smoking cessation, student accident reports, and brief / limited clinical (psychological) counseling. We also provide resources for reproductive health care. Physician consultations are available for the initial diagnosis and treatment of short-term illness and academic program / uncomplicated employment physicals. Physician services are not available during the summer semester.

NOTE: The Student Health & Wellness office is not a comprehensive health care provider and is not structured to address all the healthcare needs of District students. It is not the intention, nor contained in the scope of practice, of the healthcare professionals in this office to be identified as primary healthcare providers. Medical (physician) services are contracted and limited. Hours and / or days of service are subject to change. There may also be times when the College Nurse and / or Psychological Counselor are out of the office, off campus, during regular office hours. Please call (530) 242-7580 for appointment availability. For more information, please visit our website at www.shastacollege.edu/wellness.

**Remember:** Shasta College is a Smoking Restricted campus. Smoking is only allowed in designated areas. Please visit our website, www.shastacollege.edu/wellness. for the locations of designated areas. Spitting of chew tobacco in classrooms (into cups, trashcans, etc.) is also prohibited. Willful non-compliance is a violation of college policy and the Student Code of Conduct.

### Library

The Shasta College Library is one of your key resources for course support and lifelong learning. We’re a hub of collaborative learning on campus with study spaces and a host of resources on our open shelves. We also maintain a dynamic collection, accessible 24/7, and online reference assistance. Explore this vast spectrum of knowledge, including:

- Millions of magazine and journal articles from thousands of international publications.
- A growing collection of over 100,000 books, audiobooks, DVDs, government documents, and streaming media.
- Nearly 100 computer, video, microform, and other workstations, many with Internet connections.
- Wireless Internet access.
- Group study rooms with media support.
- Self-service printing, photocopying, and faxing.
- Special resources for the physically challenged.
- Service-oriented staff who regard each encounter as an opportunity to share our extraordinary resources.

To learn more about the Library, including current Library hours, please visit us online at shastacollegelibrary.
Student Employment Services

The Student Employment Center is a resource for Shasta College students seeking work while attending classes, after graduation, and at the completion of their training programs. Bulletin boards are maintained in major campus buildings listing current job opportunities both on and off campus. Job listings are also posted on the Student Employment website: shastacollegejobboard. Computers, printers and fax are provided for job search purposes. Resume, cover letter, interviewing, and general job search assistance is available. For more information on student employment services, please stop by Room 126 or call (530) 242-7728.

Service Area Outcomes
1. At least 85% of all students, staff and faculty will be satisfied with operations in the Career Services and Student Employment Department.
2. Employment and Career Services will partner with faculty, students, and community members including local employers to promote career and employment opportunities and preparation.

Student Support Learning Outcome
1. Based on an in-person presentation, students will be able to list two resources provided by the Career and Employment Center.

Transfer Center

As part of the counseling function, Shasta College operates a Transfer Center. Located adjacent to the counseling offices in the Administration Building, the Center is a resource for students to use in acquiring information on other colleges and universities. The Center houses a library of college and university catalogs, sponsors visits to four-year institutions each semester, and hosts admissions advisors from four year colleges and universities who meet with students here at Shasta College. The Transfer Center also offers workshops to guide students through the UC and CSU transfer application process. Students are invited to make use of the variety of materials and services available. For additional information call (530) 242-7570 or stop by Room 126.

Student Support Learning Outcomes
1. Students utilizing the Transfer Center will report that they were satisfied with the services that they received.
2. As a result of participating in transfer services and activities, students will report an increased awareness of the transfer requirements and processes.
3. The Transfer Center will increase the number of students pursing Associate Degrees for Transfer by expanding outreach and promotion of these degrees as they become available.

Special Programs

Adult Basic Education

Shasta College has a range of adult education courses. There are courses in reading, math, GED-prep, citizenship and English as a Second Language. Many of these courses are free and have open enrollment. Some courses have small group instruction and others are taught using one-on-one mentoring. These courses can be used to prepare for college entry. For more information contact the Learning Center Coordinator, Basic Skills/ESL at (530) 242-7711.

California Work Opportunity and Responsibility to Kids – CalWORKs

The Shasta College CalWORKs Program serves students who are referred from the Shasta, Tehama or Trinity Counties Social Services' CalWORKs Programs. Eligible students are those receiving the adult portion of TANF (Temporary Assistance to Needy Family) cash aid. CalWORKs students receive specialized counseling services. Continuing CalWORKs students receive specialized support regarding academic progress and maintaining eligibility for priority registration. Shasta College CalWORKs acts as an additional connection between CalWORKs students and their County Worker. Support services for CalWORKs students may include school related books and supplies not supported by the County. In addition, CalWORKs students have priority enrollment status for the on-campus Early Head Start and Head Start Programs.

CalWORKs Work Study is a resource for CalWORKs students to meet their required welfare-to-work hours while going to school. Wages earned while enrolled in the CalWORKs Work Study program are exempt from the CalWORKs student's cash aid grant. In addition, the CalWORKs employment program provides assistance with job readiness, resume development and job search resources.

Students who are receiving the adult portion of TANF cash aid or are considering applying for cash aid can contact the Shasta College CalWORKs office for more information at (530) 242-7627 or stop by the Shasta College CalWORKs office at 1400 Market Street (across the street from the County CalWORKs office), Room 8116, Redding. Monday – Friday, 7:30A–4:30P (closed Fridays in June and July).

Student Learning Outcomes:
1. Students will report awareness of eligibility for CalWORKs priority registration.
2. Students will learn to utilize CalWORKs priority registration.

Cooperative Agencies Resources for Education – CARE

The CARE Program is designed as a support service for the EOPS student who is at least 18 years of age, a single head of household, a current recipient of TANF/CalWORKs, has a child under 14 years of age, and is enrolled full-time upon admission into the program. Support services for CARE students may include assistance with childcare or transportation expenses, supplies, textbooks, workshops and referrals. The purpose of the program is to assist the CARE student in pursuing educational goals and in obtaining skills leading to meaningful employment. For additional information, call (530) 242-7540 or stop by the EOPS/CARE Office in the Student Center, Room 2005.

Student Support Learning Outcomes
1. Students will demonstrate knowledge of the CARE resources available.
2. Students will demonstrate the value of CARE support services by increased retention, graduation, and transfer rates.

Disabled Students Programs and Services – DSPS

Shasta College offers students with disabilities numerous services including counseling and academic advisement, testing for learning disabilities, readers, note providers, e-texts, audio format texts, in class interpreting for students who are deaf or hearing impaired, designated parking areas, special equipment, assistive technology, test facilitation, etc. These services, accessed by referral from the DSPS Counselor or Learning Disabilities Specialist, are available to students attending either the main Shasta College campus or the extended education locations throughout the District. The DSPS Counselor and Learning Disability Specialist work with students to evaluate their educational needs and to plan and prescribe suitable programs and services. A specially equipped assistive technology computer lab, located in Room 2004, is available for qualifying students with disabilities. Special classes are provided through Adaptive Education curriculum (ADAP). For more information on the various programs and services available through DSPS, call (530) 242-7790 or stop by our office located in the Student Center, Room 2005.

Service Area Outcome
1. Counselors will develop an Education Contract specifying academic and vocational goals, steps to completing those goals, and relevant services appropriate to their strengths and limitations.

Continued on next page...
Chapter 8 – Services for Students, Special Programs and Student Life 2014-2015 Shasta College Catalog

**DSPS (continued):**

**Student Support Learning Outcomes**
1. Students will identify individual educational limitations and successfully access appropriate disability accommodations.
2. Students will utilize appropriate disability management strategies.

**Extended Opportunity Program and Services – EOPS**

EOPS (Extended Opportunity Program and Services) is state-funded and is established at Shasta College to assist students who are low income and educationally disadvantaged with financial and comprehensive support services. Academic, career and personal counseling are a key component of this program, and students are required to contact an EOPS Counselor three times each semester to plan and monitor their progress. Additional services may include book grants, emergency loans, tutoring, transfer assistance, workshops, cultural events and referrals to both on and off-campus resources. Eligibility for services is determined by Title 5 regulations. Students must complete a BOGG (Board of Governors Grant) and EOPS application. For additional information, call (530) 242-7540 or stop by to the EOPS/CARE Office in the Student Center, Room 2005.

**Student Support Learning Outcomes**
1. Students will be able to identify, locate and utilize the resources and services needed to overcome educational and/or economic disadvantages to reach their academic goals.
2. Students will demonstrate that utilization of EOPS programs and services is a valuable aid for their college success.

**Gateway to College**

The Shasta College Gateway to College program is a dual enrollment program for high school students who are significantly behind in credits and unlikely to graduate. Students who are chosen for participation in the Gateway program have an opportunity to simultaneously earn credit toward their high school diploma and a college degree or certificate through classes taken on the college campus. For more information, please contact the Program Director at (530) 242-7585.

**SCI*FI (Shasta College Inspiring and Fostering Independence)**

SCI*FI is an educational support program for students who are current or former foster youth. Weekly workshops, academic support, and individual mentoring help students succeed in their coursework and also develop the skills needed to foster a stable transition into independence. A study lab is available in Room 2153. The counselor’s office for SCI*FI is Room 2158, phone (530) 242-7549. Additional information is available at SCI*FI .

**TRIO Programs**

- **Educational Talent Search (ETS)**
- **Student Support Services (SSS)**
- **Upward Bound (UB)**

The TRIO Talent Search Program identifies and assists 8th through 12th grade students from educationally disadvantaged backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue their education at a postsecondary institution of their choice. The program serves 500 students in Shasta and Trinity counties. For more information, please contact the Project Director at (530) 242-7691.

**Student Area Outcomes**
1. Seniors served by the TRIO Talent Search program during the program year will graduate with a regular secondary school diploma in the standard number of years.
2. Students served by the TRIO Talent Search program will complete a rigorous program of study.
3. Seniors who participate in the TRIO Talent Search program and graduate with a regular high school diploma will enroll in an institution of higher education by the fall term immediately following high school.
4. Students served by the TRIO Talent Search program will have opportunities for exposure to college campuses whereby they will learn about college programs, services, and facilities, and become better prepared to make decisions regarding their continuing education.

**TRIO Student Support Services** is a federally funded program for eligible full-time students who are preparing to transfer to a four-year university to earn a bachelor’s degree. TRIO-SSS provides support services such as tutoring, counseling, lending library, calculator loans, financial literacy workshops, cultural and social activities, university tours, and transfer assistance. For additional information on SSS, please visit room 2070 in the Student Center or call (530) 242-7690.

**Student Area Outcomes**
1. First-year students will state an educational goal and identify potential transfer institutions.
2. Students will have access to counseling and support services leading to graduation and/or transfer.
3. Students will persist through the program and meet their educational goals.
4. Students will complete their Free Application for Federal Student Aid (FAFSA), online college application and scholarship application(s).

**TRIO Upward Bound** Program provides comprehensive support to eligible low-income, first-generation high school students in their preparation for college entrance. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary learning. Upward Bound serves students at Enterprise and Central Valley High Schools. For more information, please contact the Project Director at (530) 242-7698.

**Student Area Outcomes**
1. Students will understand their options for post-secondary education and requirements.
2. Students will have access to field trips and workshops that will allow for a greater understanding of and exposure to post-secondary education.
3. Students will understand the financial aid process and funding opportunities.
4. Senior students will complete a college admissions application, Free Application for Federal Student Aid (FAFSA) and attend a college orientation before graduation.

**High School Diploma (Formerly GED)**

Residents of the District may work toward a high school diploma by taking college courses. Information is available from the high school from which you plan to receive the diploma. You must request that credit is transferred.

A student who transfers Shasta College course credit to a high school for diploma credit may also use that credit at Shasta College. The completed course will fulfill the subject requirement if it is part of an Associate degree program.

Questions regarding GED testing should be referred to the Shasta Adult School at (530) 245-2626.
Puente
The Puente Project, a national award-winning program for more than 25 years, has improved the college-going rate of tens of thousands of California’s educationally underrepresented students. Its mission is to increase the number of educationally disadvantaged students who enroll in four-year colleges and universities, earn college degrees, and return to the community as mentors and leaders to future generations. Puente is interdisciplinary in approach with writing, counseling and mentoring components. The Puente Project is an inter-segmental program that is co-sponsored by the University of California Office of the President and the California Community College Chancellor's Office. Information about the Puente Project is available in Room 126, by phone at 242-7951 or shastacollegepuente. For information on Puente at the Tehama Campus, call (530) 529-9876.

Tutorial Services
The Shasta College Writing Center, located in the Learning Resource Center (LC), is a resource for all writers. Students from all courses are encouraged to make an appointment with a tutor in a one-on-one tutoring session. The Writing Center also provides computers for word processing and research purposes, and offers workshops and resources for writers. The Math and Business Learning Center can also be found in the LC. Drop-in tutoring for students enrolled in math and business courses is available in this center. The Science Learning Lab has tutoring for science classes and is located in the 1600 building.

Veterans Educational Benefits
The VA Certifying Official in the Financial Aid Office serves as your liaison between the school and the Department of Veterans Affairs to help you apply for and maintain your VA educational benefits. We provide support to help you with your education and information on the latest programs and regulations, extension of delimiting dates, vocational rehabilitation, etc. Be sure to apply for your benefits early, as it takes the Department of Veterans Affairs approximately 120 days to process your application. All new veterans to Shasta College should call for information at (530) 242-7701 or visit the Veterans Certifying Official located in the Financial Aid Office in Room 108. For more information about veterans services please visit our website at shastacollegeveterans.

The Veterans Counselor will assist you in your educational planning and development of the required Educational Plan. To schedule an appointment with the Veterans Counselor, call the Counseling Center, located in Building 100, at (530) 242-7724.

Student Life

Art
The Art Department sponsors monthly exhibitions in the College Gallery showing pieces from visiting artists, faculty, and a juried student show in May. The realm of art is a viable medium at Shasta College, and one that fulfills the aspirations and artistic inclinations of each student. For additional information, call (530) 242-7730.

Athletics
Shasta College, a member of the Golden Valley Conference, Northern California Football Conference, the Big-8 Conference, and the Bay Valley Conference, offers strong and varied athletic opportunities for men and women. The athletic facilities include a gymnasium, a lap swimming pool and a diving pool, lighted tennis courts, weight training room, a cardio exercise room, well-lighted football stadium, all-weather track and field facility, baseball and softball diamonds, and soccer fields. Shasta College men and women participate in baseball, basketball, cross-country, football, soccer, softball, swimming and diving, tennis, track and field, volleyball and wrestling. Questions regarding athletic eligibility should be directed to the Associate Dean of Physical Education and Athletics at (530) 242-7690 or check our website at shastacollegeathletics.

Honor Society
Shasta College established the Beta Mu Mu chapter of the Phi Theta Kappa International Honor Society on March 19, 2004. The Phi Theta Kappa’s mission is two-fold: 1) recognize and encourage the academic achievement of two-year college students; and (2) provide opportunities for individual growth and development through participation in honors, leadership, service and fellowship programming. Honor society members are invited to join by letter and must have a cumulative GPA of 3.5 and have completed 12 or more units in the Shasta College catalog. Invitations to join are generally mailed out within the first six weeks of each semester, announcing orientation dates where eligible students can gain more information about the society. Membership is granted once the eligibility requirements have been met and the appropriate dues are collected. For more information, contact the Dean of Students Office, Room 2308 on the main campus for brochures and a membership application, or visit the chapter web site at shastacollegetk.

Housing
Shasta College maintains two dormitories, one for 63 women and one for 63 men. A Commons building providing recreational space and equipment for both indoor and outdoor activities is part of the facility. A “residents only” kitchen equipped with microwaves, two stoves/ovens, a gas BBQ grill, and an ice/water machine is located in the Commons along with a computer lab and TV lounge. Several social and recreational activities are programmed monthly for the enjoyment of the residents.

Students must carry at least 12 units and maintain a 2.0 GPA to reside in the dormitories.

To reserve a space in the Residence Halls – or to be placed on the waiting list – go to the Shasta College homepage, click on Resources and then click on the Housing (dorms) web page. Fill out the reservation form (fillable form), print it out and mail the completed reservation form, along with a $200.00 refundable security deposit (check or money order), to the address listed on the reservation form. Due to the limited number of spaces available each semester, students are encouraged to reserve a space at least four (4) months prior to the start of the semester. For more information you may call (530) 242-7740.

Off Campus: The College is interested in its students having suitable housing. For students who cannot be accommodated in the dormitories or who prefer to live off-campus, the Housing Office maintains information on rooms and apartments which are offered for rental to college students.

Music
The Music Department offers a wide range of musical opportunities that include workshops, clinics, guest performers, musicals, and concerts. All students are welcome and do not need to be music majors to participate in ensembles. The Concert Choir, Vocal Jazz Ensemble, and instrumental Jazz/Rock Ensemble perform for many activities in the area, as well as performing concerts in the Shasta College Theatre. Evening classes offer opportunities to participate in the Symphony Orchestra, College Chorale, Symphonic Band and Jazz Ensemble. The department is an active and creative force on campus, and offers the general student a stimulating change of pace. For more information, call (530) 242-7730.

Student Clubs
There is a wide choice of special interest and departmental campus clubs for students to join. New clubs form each year. Detailed information on how to organize a new club or how to join an existing one is available in the Dean of Students Office located in the 2300 Building (room 2308), or call (530) 242-762.

Student Activity Cards
When you register at Shasta College, you will be offered the opportunity to buy your Student Activity Card from the Shasta College Student Services Office. Funds from the card help Student Senate in financing events; such as, concerts, Club Kick-Off, Chili Cook-off, Constitution Day and other Student Senate and Interclub Council
events. The card allows reduced admission to various Student Senate sponsored activities, as well as discounts from popular vendors and restaurants around town (for a complete listing of vendors offering discounts please see the Student Senate website). Lastly, funds from the purchase of this card go toward many campus enhancement projects. An activity card may be purchased each semester. Information will be available during registration or at the Student Senate offices located in the Student Annex, Bldg. 2300, Room 2318. This card is your passport that will help to involve you in college activities.

**Student Senate Lending Library**
The Student Senate collects unwanted textbooks at the end of each semester. These books are then lent to students in need who may not have the resources to purchase the book otherwise. Any student lending books is required to have a valid Student ID Card.

**Student Senate/Student Government**
Since virtually all major decisions that are made on the Shasta College campus affect students in some way, student input is welcomed. The organized “student voice” to the campus community is facilitated through the Student Senate. Student views are represented on councils and committees of the college. The Student Body President is a member of the Board of Trustees. Student concerns are channeled through the Student Senate, which meets weekly. Contact the Dean of Students Office for dates and times at (530) 242-7622. For the most part the Student Senate focuses its attention in three main areas of concern: student needs and concerns, campus activities, and student services.

Shasta College students are encouraged to participate in the Student Senate. Students are elected and/or appointed to positions in the various levels of the Student Senate. The development of leadership qualities through participation is considered to be of prime importance in student self-government at the College.

**Theatre Arts**
The Theatre Arts Department offers a variety of theory, production and technical theatre classes. The department features two main stage productions each academic year. Auditions are held at the beginning of each term and are open to members of the community. Rehearsals are scheduled during the evenings and on weekends. Technical theatre activities occur daily. Community members are encouraged to enroll. For additional information, call (530) 242-7730.