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## Community Programs

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Sam Glenn Complex, Room 51

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### Community Programs Role

Community Programs is administered under the Lewis-Clark State College Office of the Provost. Its primary function is the delivery of outreach programs and services to customers who cannot participate in traditional campus offerings. To provide the broad array of desired outreach programs and services, the unit has several sub-units, each of which is described below.

### LCSC Outreach Centers

The primary administration for all of the programs and services provided through the outreach centers, as well as the sub-units, is located in the Community Programs Office. In addition to administration, this office provides registration for off-campus students and provides all records and services necessary for providing off-campus classes. Questions about any of the services available through Community Programs should be directed to this unit.

Delivery of outreach services to persons in north Idaho is accomplished through seven regional centers, six in north central Idaho and one in the Panhandle area. The center in the Panhandle area works closely with North Idaho College and the University of Idaho to provide a collaborative educational network.

#### The six sites located in the north central Idaho region are:

- ◆ Clearwater Valley Center (Kamiah/Kooskia)
- ◆ Elk City Center
- ◆ Grangeville Center
- ◆ Lapwai Center
- ◆ Orofino Center
- ◆ Riggins Center

#### The Panhandle Center is:

- ◆ Coeur d'Alene Center

### North Central Idaho Centers

Each of the following centers has most of the same programs and services available. Contact the specific center in your area for details.

#### Clearwater Valley Outreach Center

Clearwater Valley H.S., Room 108

P.O. Box 118, Kooskia, ID 83539

906 12th St., Room 206

(computer services only)

Phone: (208) 926-7085 Fax: (208) 926-7085

**Debbie Morris**, Coordinator, [dmorris@lsc.edu](mailto:dmorris@lsc.edu)

**Elk City Outreach Center**

Elk City School, 100 School Lane  
 P.O. Box 419  
 Elk City, ID 83525  
 Phone: (208) 842-2513 Fax: (208) 842-2225  
**Vacant**, Coordinator

**Grangeville Outreach Center**

201 E. Main (Avista Bldg.)  
 Grangeville, ID 83530  
 Phone: (208) 983-2164 Fax: (208) 983-2368  
**Louise Stolz**, B.A., Coordinator, [lstolz@lcsc.edu](mailto:l stolz@lcsc.edu)

**Lapwai Outreach Center**

Nez Perce Tribe Distance Learning Center  
 PO Box 365  
 Lapwai, ID 83540  
 Phone: (208) 843-7336 Fax: (208) 843-7366  
**Justin Guillory**, Coordinator, [jguillory@nezperce.org](mailto:jguillory@nezperce.org)

**Orofino Outreach Center**

Orofino High School  
 P.O. Box 342  
 Orofino, ID 83544  
 Phone: (208) 476-5731 Fax: (208) 476-3698  
**Danielle Hardy**, B.A., Coordinator, [dhardy@lcsc.edu](mailto:dhardy@lcsc.edu)

**Riggins Outreach Center**

Salmon River Junior-Senior High School  
 High Street  
 P.O. Box 872  
 Riggins, ID 83549  
 Phone: (208) 628-4039 or (208) 628-2704  
 Fax: (208) 628-4191  
**Ashley Mayes**, B.A., Coordinator, [ajmayes@lcsc.edu](mailto:ajmayes@lcsc.edu)

Community Programs is organized academically around the concept of delivering entire certificate and degree programs to non-traditional students. Because of the cost of delivery of programs and the highly variable number of students who are interested in programs at each center, different programs are available at the various sites. The following academic programs and services are available through each of the five centers in North Central Idaho.

**Programs:**

1. G.E.D. Certificate
2. High School Equivalency Diploma
3. Bachelor of Science in Interdisciplinary Studies

*Note: The BS Interdisciplinary Studies with emphasis areas in Business and Communications is available through non-traditional course delivery through Distance Learning (DL)\*.*

4. Associate of Arts in Liberal Arts through DL\*
5. Early Childhood Development – Certificate, ATC, A.A.S. through DL\*
6. General Education Core courses through DL\*

\*Some classes may require an on-campus component.

**Services:**

1. Admissions, registration and financial aid information
2. Academic test proctoring
3. Computer Placement Testing (Required of degree-seeking students)
4. Computer and Internet training workshops
5. Workforce Training
6. Computers with e-mail and Internet access for students

**Panhandle Center**

LCSC-Coeur d'Alene Center  
 1000 W. Hubbard  
 Coeur d'Alene, ID 83814-2277  
 Phone: (208) 666-6707 Fax: (208) 666-6712  
**Timothy Hunt**, Ph.D., Director, [thunt@lcsc.edu](mailto:thunt@lcsc.edu)  
**Frank Wilkey**, M.E., Justice Studies Coordinator, [fwilkey@lcsc.edu](mailto:fwilkey@lcsc.edu)

John Haehl, Ph.D., Coordinator of Business Programs, [jhaehl@lcsc.edu](mailto:jhaehl@lcsc.edu)  
 Maxine Martin, RNC, Ph.D., Nursing Division Coordinator, [mmartin@lcsc.edu](mailto:mmartin@lcsc.edu)  
 Marcia Skinner, RN, Med, MN, Associate Professor of Nursing, [mlskinner@lcsc.edu](mailto:mlskinner@lcsc.edu)  
 J.R. Seaman, Ph.D., Coordinator of Social Work Program, [jrseaman@lcsc.edu](mailto:jrseaman@lcsc.edu)  
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 Dawn McCarver, Office Specialist II, [dmmccarver@lcsc.edu](mailto:dmmccarver@lcsc.edu)

Lewis-Clark State College offers six baccalaureate degree programs at LCSC-Coeur d'Alene Center, in conjunction with North Idaho College (NIC). Because of the cooperative articulation with NIC and LCSC, all lower-division courses are available through NIC, while all upper-division courses are obtained through LCSC.

#### Programs:

1. Business Administration
2. Communications
3. General Studies - Interdisciplinary
4. Justice Studies
5. Nursing (BSN)
6. Social Work (BSW)
7. Chemical Dependency Counseling (minor)

#### Services:

1. Admissions, registration, financial aid and career placement information
2. Academic advising
3. Academic test proctoring
4. Computer Lab - Computers with e-mail, Internet access, word processing, spreadsheets, and other software for students

### Northern Idaho Center for Higher Education

408 Haycraft Avenue  
 Coeur d'Alene, Idaho 83814  
 Phone: (208) 769-3137 Fax: (208) 769-2026  
 Web: <http://www.myniche.org>  
 Carlos Delgadillo, Advisor, [carlos\\_delgadillo@myniche.org](mailto:carlos_delgadillo@myniche.org)  
 Christina Cox, Advisor, [christina\\_cox@myniche.org](mailto:christina_cox@myniche.org)

The Northern Idaho Center of Higher Education (NICHE) is an agreement between North Idaho College, the University of Idaho, Lewis-Clark State College, and Idaho State University. Committed to the planning and delivery of higher education to the region, NICHE offers information on a wide variety of undergraduate and graduate degrees, as well as general education, workforce training, and cultural development.

#### Services:

1. Aid students with information about higher education offerings at the four institutions
2. Advise students on an individualized educational path
3. Provide information on admission requirements and application processes
4. Assist with scholarship searches and financial aid questions
5. Provide test dates and locations for ACT, SAT, COMPASS, and GRE
6. Contact appropriate staff at the college/university of interest for further information or to schedule appointments
7. Assess the demand for the creation of future degree programs
8. Supply informational literature, admission applications, videos
9. Two instructional classrooms
10. Easy access/free parking

**Distance Learning (DL)**

Kristy Roberts, B.S., Interim Director, Distance Learning, [kr Roberts@lsc.edu](mailto:kr Roberts@lsc.edu)

Sam Glenn Complex, Room 52

Phone: (208) 792-2239 Fax: (208) 792-2444

Janell Miller, Administrative Assistant I, [jmiller1@lsc.edu](mailto:jmiller1@lsc.edu)

Distance Learning (DL) facilitates delivery of instruction and services to faculty, students, staff and businesses in the following areas:

- ◆ Internet Instruction
- ◆ Interactive Video Conferencing/Satellite
- ◆ Weekend College
- ◆ Assessment of Prior Experiential Learning (Portfolio Completion)

**Internet Instruction**

DL Internet provides students who have time and geographic constraints with an alternative method to participate in a variety of courses. Faculty have designed courses to be more flexible for students who have difficulty attending traditionally scheduled offerings. While there are usually no structured class meetings times, many courses have required due dates for assignments and exams; some courses are self-paced. Divisions schedule course offerings that follow the same academic calendar dates and registration procedures as traditional classes. Students may register for classes on-line, at the Office of the Registrar, DL office or one of the Outreach Centers.

Instruction is delivered via WWW/Internet, videotaped lectures, audio-tapes, computer-assisted instruction, CD-ROM, e-mail, video streaming, and text. Materials are available for check out and/or rental from the DL office or Outreach Centers; computers are also available for students to use at these same locations. Students need technological abilities to access e-mail and the Internet to complete assignments, participate in individual and group discussions with the instructor, and participate in peer group activities.

DL Internet courses require the same achievement level as traditional courses; performance requirements and specific competencies are outlined for each course in the syllabus. Refer to DL homepage (<http://www.lsc.edu/dl>) for specific course information and class schedules. Success in a DL Internet course is dependent upon a student being self-motivated, self-directed, and possessing strong reading, study and time management skills. Students are expected to accept major responsibility for course completion.

**Programs:**

1. Bachelor of Science/Arts in Interdisciplinary Studies (emphasis areas in Business and Communications is available entirely through non-traditional course delivery.)\*
2. Associate of Arts in Liberal Arts\*
3. Early Childhood Development – Certificate, ATC, A.A.S. (courses are being developed, selected courses available on-line)\*
4. General Education Core and elective courses\*
5. Office and Business Technology courses (selected courses available on-line)\*

\*Some classes may require an on-campus component

**Services:**

1. Admissions and registration
2. Advising for DL degrees
3. Academic test proctoring
4. Computers with e-mail and Internet access for students

Students can use the toll free number, 800-879-0458, to call DL, faculty, library, Registrar, and services related to instruction.

**Interactive Video Conferencing**

Interactive Video Conferencing (IVC) uses electronic transmission to one or more sites. Multi-point locations are connected through a telecommunications bridge located on campus. Participants at one location can see and hear those at other locations using television screens. Participants may use a variety of media including videotapes, audiotapes, e-mail, telephone, fax, Internet, computer software, print, computer graphics, slides and overheads. One can see other person's facial expressions and hear their voice as if everyone were sitting in the same room. Classes or meetings can be conducted without having to travel long distances.

Advantages of Interactive Video Conferencing (IVC):

- ◆ Establishes a visual connection among participants.
- ◆ Increases understanding, active participation and collaboration when participants can see and hear each other in real time enabling frequent interaction.
- ◆ Enables connection with external resources and supports use of diverse media.
- ◆ Provides rural communities, business/industry, and the workforce with a new media to deliver education and training.
- ◆ Ensures equal access and equal opportunity to benefit from advancing telecommunications technologies throughout the region.
- ◆ Connects to 100 IVC sites throughout Idaho and numerous locations nationally and internationally.

Currently, one off-campus and five on-campus sites are available:

- ◆ Coeur d'Alene Outreach Center
- ◆ Educational Technology Telecommunications Center
- ◆ Meriwether Lewis Hall, Room 130
- ◆ Meriwether Lewis Hall, Room 339
- ◆ Sam Glenn Complex, Room 50
- ◆ Wittman 120

### Satellite

LCSC has the ability to receive satellite transmission to several on-campus locations. This technology does not allow for two-way interaction.

### Assessment of Prior Experiential Learning (APEL) - also known as Portfolio Program

APEL enables students to earn credit for college-level learning attained through life, work and special experiences. The student prepares narrative descriptions of these experiences to demonstrate the knowledge, skills and values developed through life experiences, and also provides documentation to support the narrative descriptions. Students receive guidance and assistance in producing the portfolio through a one-credit course, ID 285 Portfolio Completion. Faculty in the appropriate divisions then assess the portfolio. Portfolio credit can be used toward degrees in Business, Communication, Justice Studies, General Studies and Interdisciplinary Studies for up to 25% of the total credits required for the degree. These credits may be a combination of course specific, block, military and/or ACE credit.

Students should consult with advisors prior to enrollment in the class for approval to use APEL credits toward a degree. Students are required to submit a degree program plan to ensure non-duplication of credits earned through traditional means. LCSC has adopted the guidelines established by the Northwest Association of Schools and Colleges for prior experiential learning.

### Weekend College

DL coordinates activities for classes meeting during non-traditional times for a variety of courses. Classes are generally scheduled for large blocks of time for six to eight sessions, primarily on Saturdays; some classes meet weekly and/or Friday evenings. Divisions schedule course offerings that follow the same academic calendar dates and registration procedures as traditional classes. Weekend college courses require the same achievement level as traditional courses; performance requirements and specific competencies are outlined for each course in the syllabus. Students may register for classes on-line, at the Office of the Registrar, DL or one of the Outreach Centers.

### Continuing Education

The Continuing Education Program seeks to strengthen the educational connections to the LCSC community and other rural communities through their outreach offices located in Elk City, Grangeville, Kamiah/Kooskia, Lapwai, Orofino, Pierce/Weippe, and Riggins. The program offers a broad assortment of short, non-credit courses designed for individuals of all ages. Non-credit activities provide opportunities to upgrade or learn new technical skills, open the door to new hobbies and crafts, and provide personal fulfillment and lifelong learning. For more information, contact Community Programs at (208) 792-2447.

### Elderhostel

Elderhostel is an educational program providing learning opportunities to older adults. It is conducted at educational and cultural institutions internationally. Participants coming from all over the country stay in local motels for a week, attend daily classes on a variety of subjects, and take field trips to learn more about their topics and the area. Commuters from the area are also welcome. For more information, call the Continuing Education office at (208) 792-2447.

### Kids' College

Kids' College provides school-age children with a variety of fun and educational activities for the summer months. Targeting primarily children in grades four through eight, classes are fun, relatively informal under professional or expert guidance, and encourage interaction. For more information, contact Community Programs at (208) 792-2447.

### **Center for Arts & History**

**Carlton Oakes**, M.S., Director, [coakes@lsc.edu](mailto:coakes@lsc.edu)  
415 Main St., Lewiston, ID 83501  
Phone: (208) 792-2243 Fax: (208) 792-2850  
**Kay Packer**, Administrative Assistant I, [kpacker@lsc.edu](mailto:kpacker@lsc.edu)  
**Brenda Kennedy**, Office Specialist I, [bkennedy@lsc.edu](mailto:bkennedy@lsc.edu)  
**Julie Hartwig**, Office Clerk, [jhartwig@lsc.edu](mailto:jhartwig@lsc.edu)  
**Lisa D. Jenkins**, Volunteer/Exhibit/Event Coordinator  
Web: <http://www.artsandhistory.org>

The Lewis-Clark Center for Arts & History provides students unique opportunities for cultural enrichment, reflection, and education through presentation of visual, historic, literary, and performance arts. The building is located downtown in the historic district and is on the historic register. The Center is the state's second largest museum/gallery. It is ideally suited for art shows and exhibits, recitals and small musical performances, lectures, readings, and other academic and cultural presentations. The Center Pieces gift shop features works for sale from over 100 northwest artists. The Center for Arts & History also sponsors the Art Under the Elms Arts & Crafts Festival, which features exhibits from national and regional artisans.

### **Senior Nutrition Program**

**Nancy Sargent-Johnson**, B.A., Director, [nsjohnson@lsc.edu](mailto:nsjohnson@lsc.edu)  
**Patty Oatman**, B.S., Administrative Assistant I, [poatman@lsc.edu](mailto:poatman@lsc.edu)  
Administration Building, Room 10  
Phone: (208) 792-2450 Fax: (208) 792-2639

The Senior Nutrition Program, funded through the Older Americans Act, is sponsored by Lewis-Clark State College as part of its mission to serve the community. The program works with senior citizens at fifteen locations in the five-county area. Its purpose is to work with local seniors to keep them eating healthy. This is accomplished by providing a nutritious meal, an enjoyable social atmosphere and regular nutrition education. Noon meals are prepared on site and served at senior centers, fraternal halls and church dining areas. Meals are also packaged and transported by volunteers to persons unable to visit a meal site due to illness or other conditions that make them homebound

## Workforce Training

**Robert L. Lohrmeyer**, Interim Director, [rlohrmey@lcsc.edu](mailto:rlohrmey@lcsc.edu)

Workforce Training

1920 3<sup>rd</sup> Avenue North

Lewiston, ID 83501

Hours: 8 a.m. to 5 p.m.

Phone: 208-792-2442/792-2388 Fax: 208-792-2680

Toll Free Number: 1-800-879-0452

**Peggy Craig**, Office Manager, [pcraig@lcsc.edu](mailto:pcraig@lcsc.edu), NLTC 792-2841

**Gloria Baugh**, Office Specialist II, [gmbauth@lcsc.edu](mailto:gmbauth@lcsc.edu), 792-3724

**Al Cook**, Electrical Apprenticeship NLTC 792-2442

**Jim Cook**, Electrical Apprenticeship NLTC 792-2442

**Keith Dempsey**, Flagging/C-STOP/Const. NLTC 792-2442

**Marcia Ellison**, Truck Driver Training, NLTC 792-2442

**Dan Faller**, Customized Training Coord , [dmfaller@lcsc.edu](mailto:dmfaller@lcsc.edu), NLTC 792-2328

**Virginia Foote**, Professional-Technical Coord. [vfoote@lcsc.edu](mailto:vfoote@lcsc.edu) , NLTC 792-2161

**John Fullerton**, Truck Driver Training NLTC 792-2443

**Bradley Lowen**, Truck Driver Training NLTC 792-2442

**Geni Mertsching**, Allied Health Coordinator, [gmertsching@lcsc.edu](mailto:gmertsching@lcsc.edu), NLTC 792-3722

**Dale Moore**, Electrical Apprenticeship NLTC 792-2442

**L. Laurie Treib**, Customer Service Representative, [lltreib@lcsc.edu](mailto:lltreib@lcsc.edu), NLTC 792-2442

**Dave Watson**, Truck Driver Training, NLTC 792-2442

Workforce Training is administered under the Dean of the School of Technology. The mission of Workforce Training is to provide professional-technical entry level, upgrade, and industry specific job skills training to meet individual and business-industry needs throughout Region II of Idaho.

Workforce Training offers job-related training (pre-employment or job-skill upgrades) and industry specific customized training that includes contract, apprenticeship, short-term, and non-degree/non-certification instructions. Workforce Training is a member of the Workforce Training Network (WTN). The WTN includes representatives from all six higher education institutions in Idaho and the Idaho State Department of Professional-Technical Education.

### Purpose

The purpose of Workforce Training is to provide quality education and training offerings in areas of industry, allied health, apprenticeship, networking/internetworking, fire service, and professional/ business technology to businesses, agencies, organizations, and industries. These offerings are provided in the form of workshops, videoconferencing and Internet courses, traditional classroom settings, and hands-on labs. Customized training can be delivered at a business site, on-campus, or at an out-reach center at times and dates convenient for participants and/or sponsoring organization.

### Workforce Training services include:

- ◆ Training needs assessments for business and industry to help identify specific training needs
- ◆ Developing and conducting upgrade or initial job skills training
- ◆ Evaluating training results

### Workforce Training provides:

- ◆ Access to the latest technologies and statewide technical college resources
- ◆ Specific business/industry training solutions
- ◆ A source of knowledgeable, professional, and qualified instructors

**Training Programs**

**Professional/Business Training** – Classes include computer basics, word processing, database, contact management, spreadsheet, presentation, and other types of application software. Training can also be implemented to meet specific software and hardware needs of a business.

The real estate essentials and real estate practices courses and real estate continuing education exams meet state licensing requirements.

Professional skills training workshops include supervisory skills, team building, conflict management, management practices, techniques for managing change, leadership, and time management.

Business technology classes include bookkeeping (manual and electronic systems), tax preparation, keyboarding, 10-key, cashiering, customer service, and preparation for retail occupations.

**Allied Health Training** – Nursing assistant, phlebotomy, fundamentals of dental assisting, expanded functions of dental assisting, developmental disabilities-visions, medical coding, medical terminology, and LPN management courses are offered. Allied health courses offer a balance of theory and clinical practice that bring participants as near to real-life situations as possible.

**Industry** - Training areas include industrial safety, traffic control, welding, manufacturing, AutoCAD, and industrial mechanics. Customized training in these areas is provided to business and industry to meet specific course needs.

**Apprenticeship Training** – Apprenticeship classes are offered in both Electrical and Plumbing. The four-year program consists of a minimum of 144 hours per year of classroom instruction. Classroom instruction is related to the trade selected to complement on-the-job training. Individuals who are not apprentices, but wish to obtain training will be accepted on a space-available basis. Upon completion of the technical core and technical support classes, the student may choose to complete the Lewis-Clark State College General Education core and apply for an A.A.S. degree.

**Networking/Internetworking** – Workforce Training provides services and training in the following areas: Microsoft, Novell, Cisco, A+ and Network+ certification, and skill building. Custom training is delivered in such areas as network security.

**Fire Service Training** – The State Board of Education approved the Fire Service Technology/Associate of Applied Science degree program in 1983. The program is designed to upgrade the firefighting skills and knowledge of volunteer and paid firefighters, and covers all phases of firefighting. The intent is to provide firefighters with the skills needed to save lives and protect property in a safe and efficient manner. Participants must be members of a paid or volunteer fire department. Technical skill courses are offered through fire departments under the coordination of Workforce Training.

**Truck Driver Training** – The fifteen-day CDL course covers the basics of DOT rules and regulations, commercial driver's license requirements, and general industry knowledge. Students receive hands-on experience maneuvering various tractor-trailer combinations on a driving range and transmission simulator. Students also spend time driving with a certified instructor over various types of terrain, and through rural and city traffic to give students over-the-road experience. Additional training offered through the Truck Driver Training area includes R.V. training.

## Workforce Training Division Degree Requirements

### Electrical Apprenticeship - A.A.S.

#### Workforce Training

##### 80 credits

Intended for those who are actively employed in the trade.

General Education Core	Credits
ENGL 101-English Composition	(3 cr.)
COMM 101-Principles of Speech	(3 cr.)
OR COMM 202—Interpersonal Communications	
MTHPT 123-Math for Technology	(4 cr.)
OR Advisor approved Math component choice	
Distributive Component: 2 courses (6 credits) from at least 2 different disciplines. Recommended:	
HRPT 185-Intro to Prof Human Relations	(3 cr.)
Student choice	(3 cr.)
<b>Total</b>	<b>16 cr.</b>

Technical Support Courses	Credits
ELAPR 100-Electrical Theory I-A	(3 cr.)
ELAPR 100-Electrical Theory I-A	(3 cr.)
ELAPR 102-Electrical Theory II-A	(3 cr.)
ELAPR 103-Electrical Theory II-B	(3 cr.)
ELAPR 200-Electrical Theory III-A	(3 cr.)
ELAPR 201-Electrical Theory III-B	(3 cr.)
ELAPR 202-Electrical Theory IV-A	(3 cr.)
ELAPR 203-Electrical Theory IV-B	(3 cr.)
<b>Total</b>	<b>24 cr.</b>

Technical Core	Credits
ELAPR 104-Electrical-Year I	(10 cr.)
ELAPR 105-Electrical-Year II	(10 cr.)
ELAPR 204-Electrical-Year III	(10 cr.)
ELAPR 205-Electrical-Year IV	(10 cr.)
<b>Total</b>	<b>40 cr.</b>
<b>Program requirements</b>	<b>80 cr.</b>

### Fire Service Training-A.A.S.

#### Workforce Training

##### 72 credits

Intended for active volunteer and paid firefighters  
Participants must be members of a paid or volunteer fire department to enroll in this program. Except for the four core courses, classes are scheduled through the State Division of Vocational Education in Boise.

General Technical Education Core	Credits
ENGL 101-English Composition	(3 cr.)
COMM 101-Principles of Speech	(3 cr.)
OR COMM 202—Interpersonal Communications	
MTHPT 123-Math for Technology	(4 cr.)
OR Advisor approved Math component choice	
Distributive Component: 2 courses (6 credits) from at least 2 different disciplines. Recommended:	
HRPT 185-Intro to Prof Human Relations	(3 cr.)
Student choice	(3 cr.)
<b>Total</b>	<b>16 cr.</b>

Technical Support Courses	Credits
FRSRV 101- Fundamentals of Fire Math I	(2 cr.)
FRSRV 102- Fundamentals of Fire Chemistry I	(4 cr.)
FRSRV 103- Fundamentals of Fire Physics I	(4 cr.)
<b>Total</b>	<b>10 cr.</b>
Technical Courses	Credits
<b>FRSRV 104- Orientation I, II</b>	<b>(4 cr.)</b>
FRSRV 105-Ladders I, II	(1 cr.)
FRSRV 106-Hose I, II	(2 cr.)
FRSRV 107-Fire Streams I, II	(2 cr.)
FRSRV 108-Forcible Entry I	(2 cr.)
FRSRV 109- Ventilation I	(1 cr.)
FRSRV 110-Self Contained Breathing Apparatus I, II	(3 cr.)
FRSRV 111-Salvage and Overhaul	(1 cr.)
FRSRV 201-First Aid I	(2 cr.)
FRSRV 202-Safety I, II, III	(3 cr.)
FRSRV 203-Water Supplies I, II	(2 cr.)
FRSRV 204-Building Construction I, II	(2 cr.)
FRSRV 205-Fire Prevention I, II	(3 cr.)
FRSRV 206- Hazardous Materials I, II	(2 cr.)
FRSRV 207- Rescue I, II	(2 cr.)
FRSRV 208-Fire Cause Determination I, II	(2 cr.)
FRSRV 209-Fire Ground Management I, II	(2 cr.)
FRSRV 210- Practicum	(10 cr.)
<b>Total</b>	<b>46 cr.</b>
<b>Program requirements</b>	<b>72cr.</b>

**Plumbing Apprenticeship -A.A.S.  
Workforce Training**

**80 credits**

Intended for those who are actively employed in the trade		<b>Technical Support</b>	<b>Credits</b>
ENGL 101-English Composition (3 cr.)		Plumbing Theory I-A	(3 cr.)
COMM 101-Principles of Speech OR (3 cr.)			
COMM 202-Interpersonal Communications		PLAPR 101-Plumbing Theory I-B	(3 cr.)
PLAPR 100-MATHPT 123-Math for Technology (4 cr.)			
OR Advisor approved Math component choice		PLAPR 102-Plumbing Theory II-A	(3 cr.)
Distributive Component: 2 courses (6 credits) from at least 2 different disciplines. Recommended:			
HRPT 185-Intro to Prof Human Relations (3 cr.)		PLAPR 103-Plumbing Theory II-B	
Student choice (3 cr.)		PLAPR 200-Plumbing Theory III-A	(3 cr.)
<b>Total 16 cr.</b>		PLAPR 201-Plumbing Theory III-B	(3 cr.)
		PLAPR 202-Plumbing Theory IV-A	(3 cr.)
		APR 203-Plumbing Theory IV-B	(3 cr.)
		<b>Total 24</b>	
		<b>Technical Core</b>	<b>Credits</b>
		PLAPR 104-Plumbing-Year I	(10 cr.)
		PLAPR 105-Plumbing-Year II	(10 cr.)
		PLAPR 204-Plumbing-Year III	(10 cr.)
		PLAPR 205-Plumbing-Year IV	(10 cr.)
		<b>Total 40</b>	
		<b>Program requirements</b>	<b>80</b>

## Division of Student Affairs

**Richard Meier**, Ed.D., Vice President for Student Affairs and Enrollment Management, [rdmeier@lsc.edu](mailto:rdmeier@lsc.edu)

Office: Reid Centennial Hall, (208) 792-2218 Fax: (208) 792-2314

**Lola Bartholomew**, Administrative Assistant, [lbarthol@lsc.edu](mailto:lbarthol@lsc.edu)

Web: <http://www.lsc.edu/studentaffairs>

### Division of Student Affairs Role

The philosophy of Student Affairs at Lewis-Clark State College is that each student is the most important person on campus. In addressing that philosophy, the goal of Student Affairs is to assist and support students in their continued growth and development—intellectually, emotionally, and physically.

The Student Affairs Division provides a variety of services to enrolled and prospective students of Lewis-Clark State College. These services include admission, records, counseling, career planning, advising, financial aid, housing, student activities, intramurals, placement, student health services, and academic support. The Vice President for Student Affairs and Enrollment Management is a student advocate and the liaison between students and the college administration.

### Office of Recruitment and Retention

**Andy Hanson**, M.Ed., ABD, Director of Recruitment and Retention, RCH 114 [ahanson@lsc.edu](mailto:ahanson@lsc.edu) 792-2210

**Debi Mundell**, M.Ed., Associate Director of Recruitment and Retention, RCH 114 [dmundell@lsc.edu](mailto:dmundell@lsc.edu) 792-2211

**Soo Lee Bruce**, B.A., High School Relations Counselor, RCH 114 [slbruce@lsc.edu](mailto:slbruce@lsc.edu) 792-2210

**Heidi Wilkins**, B.S., Counselor for Technical Programs, RCH 114 [hlwilkins@lsc.edu](mailto:hlwilkins@lsc.edu) 792-2210

The Office of Recruitment and Retention is responsible for coordinating new student recruitment with high schools, community colleges and regional employers or agencies. In addition, the office oversees the college's new student advising sessions, advising for technical students, advising for undeclared students, new student orientation, and the Student Success Program.

### Educational Advising

At Lewis-Clark State College, educational advising is viewed as the foundation for a successful academic program, however, the educational experience and subsequent success is ultimately the student's responsibility. Advisors assist students in selecting courses to meet the college's various degree and certification requirements. Students may also find their advisors helpful in addressing career or personal concerns.

All degree-seeking students are required to meet with an advisor prior to registering for classes each term. Advisor assignments occur when a student completes a Program Information Form (PIF). These forms can be obtained from the Office of Student Life, the Office of Admission, or any division office. Students who have chosen a major will be assigned a faculty advisor by their respective division. Lewis-Clark State College encourages the enrollment of students who are as yet unsure of their educational career goals. The professional staff located in the Office of Recruitment and Retention will advise these students.

### Advising for Technical Programs

Students entering into professional technical fields in the Division of Technical & Industrial Technologies will meet with the Counselor for Technical Programs for assistance in registering for classes and career planning.

Questions relating to admission, program requirements, placement testing and career choice can be answered by the Counselor for Technical Programs, who aids in guiding students from the early stages of the application process through the final stages of program placement and registration.

### Student Success Program

Offering a variety of services, the Student Success Program strives to assist students in becoming effective, productive, and successful in college and beyond. The program's flagship service is that of SD 100, Introduction to College Studies, a unique course created to provide students the opportunity to explore such services as career development, learning resources, tutorial labs, student financial aid and more. SD 100 also serves to develop "student skills" which include topics such as time management, goal prioritization, writing and reading techniques, and fundamental learning theory. For additional information, call 800-933-5272 or e-mail the program at [sspws@lsc.edu](mailto:sspws@lsc.edu).

**Office of Admission**

Steve Bussolini, M.Ed., Director of Admission and Market Development, RCH 110 [sbussoli@lcsc.edu](mailto:sbussoli@lcsc.edu) 792-2210  
Tracy Waffle, B.S., Admissions Supervisor/Application Specialist, RCH 110 [twaffle@lcsc.edu](mailto:twaffle@lcsc.edu) 792-2210  
Rosanne English, Office Specialist 2, RCH 110 [renglish@lcsc.edu](mailto:renglish@lcsc.edu) 792-2210  
Alea Wassmuth, B.S., Office Specialist 2, RCH 110 [ajwassmuth@lcsc.edu](mailto:ajwassmuth@lcsc.edu) 792-2210  
Stephanie Froehlich, Customer Service Rep. 2/Visitation Coordinator, RCH 110 [sfroehli@lcsc.edu](mailto:sfroehli@lcsc.edu) 792-2210  
Kathleen Grussing, M.Ed., Coordinator, International Student Services, IP 15 [kgrussin@lcsc.edu](mailto:kgrussin@lcsc.edu) 792-2210  
Kelli Bursch, International Programs Assistant, IP 20, [kkbursch@lcsc.edu](mailto:kkbursch@lcsc.edu) 792-2177  
Sharon Taylor, Ph.D., Director of the Institute of Intensive English, IP 19 [staylor@lcsc.edu](mailto:staylor@lcsc.edu) 792-2329  
Marlene Matson, Office Manager, IIE, IP 20 [iielog@lcsc.edu](mailto:iielog@lcsc.edu) 792-2329  
Colleen Knowlton, IIE Instructor, IP 17 [cknowlton@lcsc.edu](mailto:cknowlton@lcsc.edu) 792-2109  
Rod Dahmen, IIE Instructor, IP 21 [rdahmen@lcsc.edu](mailto:rdahmen@lcsc.edu) 792-2321

The Office of Admission is responsible for the processing of all application materials including transcripts, ACT/SAT/COMPASS scores, and other documentation required of students who wish to enroll at the college, including international students. Furthermore, the office coordinates articulation agreements with community colleges, the Accelerated Learning Program, and veterans' services.

**Office of the Registrar**

Diane Johnson, M.A., Registrar, RCH 108 [djohnson@lcsc.edu](mailto:djohnson@lcsc.edu) 792-2223  
Ryan Gill, M.A., Assistant Registrar, RCH 108 [rwgill@lcsc.edu](mailto:rwgill@lcsc.edu) 792-2223  
Joan Bowen, B.S., Technical Records and Application Specialist, RCH 108 [jbowe001@lcsc.edu](mailto:jbowe001@lcsc.edu) 792-2223  
Carolyn Holbrook, Technical Records Specialist, RCH 108 [cholbroo@lcsc.edu](mailto:cholbroo@lcsc.edu) 792-2223  
Leslie Sellers, Office Specialist, RCH 108 [lsellers@lcsc.edu](mailto:lsellers@lcsc.edu) 792-2223

The Office of the Registrar at Lewis-Clark State College is the central location for all student academic records.

The office conducts registration, disburses academic transcripts, verifies enrollment for current and former students, confirms degree completion and graduation, coordinates the scheduling of classes for each academic term, determines residency appeals, oversees grade entry, completes athletic eligibility, assigns all classrooms, processes academic standing, and secures and maintains all academic records.

**Office of Financial Aid**

Laura Hughes, B.S., Director, RCH 102 [lhughes@lcsc.edu](mailto:lhughes@lcsc.edu) 792-2224  
Travis Osburn, B.S., Assistant Director, RCH 102 [tosburn@lcsc.edu](mailto:tosburn@lcsc.edu) 792-2224  
John Bender, Program Coordinator, RCH 102 [jbender@lcsc.edu](mailto:jbender@lcsc.edu) 792-2224  
Cindy Seidel, Administrative Assistant, RCH 102 [cseidel@lcsc.edu](mailto:cseidel@lcsc.edu) 792-2224  
Cheryl Grim, B.S., Technical Records Specialist RCH 102 [cgrim@lcsc.edu](mailto:cgrim@lcsc.edu) 792-2224

*Financial aid counseling is available to all prospective and enrolled students.*

The primary purpose of student financial aid is to provide resources to students who would otherwise be unable to pursue post-secondary education. It is a basic premise of financial aid programs that the primary responsibility for meeting college costs lies with the student and the student's family. The college should be expected to assist only when the family is unable to meet the full cost of attendance.

The financial aid policy at Lewis-Clark State College is designed to help meet the financial need of all eligible students who are enrolled in a degree or certificate program. The document used for determining the family contribution is the Free Application for Federal Student Aid (FAFSA). A FAFSA must be filed for each year that a student wishes to be considered for aid. The amount of assistance from Lewis-Clark State College may increase or decrease from one year to the next depending on the financial circumstances of the student and his or her family. All financial aid applicants must use the FAFSA for federal financial aid. Some students may be required to submit tax forms and other documentation, if needed, prior to award determination.

**Lewis-Clark State College 2002-2003 Student Financial Aid Budgets**

	On-campus students	Off-campus students
Tuition & Fees	\$2852	\$2852
Books & Supplies	\$1500	\$1500
Room & Board	\$3600	\$4000
Personal expenses	\$1450	\$1450
Transportation	\$1780	\$1780
Loan fee	\$170	\$170
Total Budget	\$11352	\$11352
Nonresidents (up to)	\$5710	\$5710
Total Nonresidents (up to)	\$17062	\$17462

Student financial assistance programs include tuition waivers, grants, scholarships, Federal Perkins Loans, Federal Stafford Student Loans, Federal Nursing Loans, Federal Work-Study Program, Federal Pell Grants, Federal Supplemental Educational Opportunity Grants and Leveraging Educational Assistance Partnership Program Grants. The basic criteria for selecting financial aid recipients is the student's financial need. Scholastic standing is also a criteria for scholarships and waivers.

Students receiving financial aid must be enrolled in a degree or certificate program and be making normal academic progress toward that degree or certificate as detailed in the Satisfactory Academic Progress Policy.

Priority in the granting of campus based financial aid will go to full-time undergraduate (12 hour) academic and technical students.

### Financial Aid Deadlines

An application for financial assistance must be received by the Federal Processor by March 1 to ensure priority consideration for financial aid. Please note that applications will be considered as priority only when both the Free Application for Federal Student Aid (FAFSA) and all admission material has been submitted to LCSC by March 1 and any requested documents are submitted to the Financial Aid Office by April 30th.

Application materials received after the priority service date will receive full consideration, but only to the extent that financial aid funds are available after initial awards have been determined. Awards are granted for one academic year. Determination of subsequent eligibility requires the completion of a renewal application each academic year.

A full copy of student rights and responsibilities, financial aid brochures and applications may be obtained from the Financial Aid Office or viewed at <http://www.lcsc.edu/financialaid>.

### Satisfactory Academic Progress Policy

Students who receive Financial Assistance at Lewis Clark State College through Federal, State, or Institutional Financial Aid Programs have a legal responsibility to maintain Satisfactory Progress towards a degree objective. This requires the Financial Aid Office to determine whether or not applicants are eligible for financial assistance based on their prior academic record. These guidelines represent minimal standards. They do not necessarily coincide with the requirements students must fulfill to initially receive aid nor the number of credits a student is expected to earn in order to complete a degree in the allowed time frame. Students will be considered in good standing and eligible to receive financial assistance from LCSC by maintaining normal academic progress towards their degree as required by Federal and State regulations and the following policies and conditions.

### Durability of Eligibility (Standards based on enrollment of 12 credits per semester).

Students will only be eligible for financial assistance for a specific number of semesters, regardless of whether any aid is received. At LCSC the limit is twelve (12) semesters for a Bachelor degree, six (6) for an associate degree and four (4) for Post Baccalaureate students. Students who enroll part-time will have their eligibility pro-rated. In all cases, any semester for which a student was enrolled and subsequently withdrew shall be considered to be a term for which the student was enrolled for calculating maximum time frame.

### Satisfactory Completion:

Satisfactory completion means a student has received a minimum grade of D or P. Grades of I (incomplete), F (failure) and W (withdrawal), are not adequate or acceptable in maintaining satisfactory progress. Repeat courses will be counted in attempted and completed credits. The Financial Aid Office has the right to refuse aid to students who abuse the inclusion of repeat courses to obtain funding. Inappropriate selection of courses is not an acceptable reason for not maintaining satisfactory academic progress. Students should contact their academic advisor for assistance in choosing coursework.

**Minimum Credit Completion:**

Students must maintain at least a 2.00 cumulative GPA. The minimum credit standards per semester are outlined below:

Status	Enrollment	Credits	Progress/Status
Full-time	12 + Credits	12 or more 6-11 0-5	Satisfactory Probation Suspension
3/4Time	9-11 Credits	9 or more 6-8 0-5	Satisfactory Probation Suspension
1/2-Time	6-8 Credits	6-8 less than 6	Satisfactory Suspension
<Half-time	1-5 Credits		

*\*\* All credits must be completed or aid will be suspended for the next term \*\**

**Financial Aid Probation:**

Probation is a warning that the student has not completed the minimum credits or has a cumulative GPA below a 2.00. Students who are on probation may still receive financial aid, however, students who do not pass the minimum required credits during the next semester will be suspended from financial aid and will be ineligible to receive further financial aid.

**Financial Aid Suspension:**

Financial Aid recipients will be automatically placed on Suspension Status if they (1) withdraw from LCSC; (2) fail to satisfactorily complete the minimum credit hours for enrollment status or (3) fail to achieve satisfactory progress while in a Probationary Status. Students on suspension for the first time must successfully complete credits, at their own expense, to correct the deficiency. Students on subsequent suspension are ineligible to receive any aid for one year from the end of the term in which the infraction occurred.

**Appeal of Suspension:**

Students may appeal in writing to the Financial Aid Office. It is the responsibility of the students to know if their grade reports, when compared to the Satisfactory Progress Standards, will cause immediate suspension of their financial aid. It is not the responsibility of the Financial Aid Office to notify the student. Further, it is the student’s responsibility to notify the Financial Aid Office when reinstatement conditions have been met or to initiate an appeal.

**Reinstatement of Financial Aid:**

Students whose suspension time has elapsed or who have successfully corrected the deficiency, must notify the Financial Aid Office and submit a grade transcript for review. Reinstatement of aid will be subject to funds available at the time the completed file is reviewed.

**Transfer Students:**

Students who transfer to LCSC with a cumulative GPA of less than 2.0 will need to appeal for probationary funding. All semesters attended at other institutions will be used when calculating maximum time frame eligibility.

**Non-Degree Seeking Student:**

A non-degree seeking student is, by definition, not considered to be in a degree program and is therefore not eligible for Financial Aid.

**Withdrawal/Refunds/Repayments:**

Financial aid recipients who drop classes that result in a reduction of fees paid are subject to LCSC’s Refund/Repayment Policy. Refund monies will be used to repay any financial aid awards before any refund is made to the student. Students may be required to repay financial aid when they withdraw before the end of the semester. The amount of repayment is determined according to federal and institutional regulations, which take into consideration the number of class days attended and the total dollar amount of aid received.

### Changes in Satisfactory Progress Standards:

Changes to any of the specific provisions regarding this policy may be made at any time, without publication, due to changes in federal, state and/or institutional regulations or policies. Questions should be addressed to the LCSC Financial Aid Office.

### Scholarship Recipients:

Many scholarship recipients are required to maintain higher academic standards than outlined in this policy. Students unable to maintain minimum acceptable standards should contact the Financial Aid Office.

### Scholarships and Tuition Waivers

Lewis-Clark State College offers a variety of scholarships and out-of-state tuition waivers. Scholarships are awarded on the basis of academic merit, financial need, or a combination of both. Incoming freshmen who wish to be considered for scholarships based on academic achievement must submit their admission application and seventh-semester high school transcript by March 1. These awards include the Presidential Scholarship, Foundation Scholarship, Counselor's Leadership Award and Out-of-State Tuition Waivers.

Scholarships also are available for continuing, nontraditional and minority students who are involved in such programs as: (1) Education; (2) Nursing; (3) Music; (4) Theater; (5) Business; (6) Accounting; (7) Publishing Arts; (8) Vocational; (9) History; (10) Political Science; (11) Justice Studies; (12) Math; and (13) Science. Please refer to the Lewis-Clark State College Scholarship Guide, (available in the Financial Aid Office and Idaho high schools), for eligibility requirements and application procedures.

Scholarships offered at LCSC are subject to change; some scholarships are awarded only as funding permits. For a list of available scholarships, please visit the office Web site at [www.lcsc.edu/financialaid](http://www.lcsc.edu/financialaid).

### Part-Time Employment

Work opportunity is available on campus through the College Work-Study Program. Assistance in locating part-time jobs is available to students through the "Job Match" Service in Career Development Services.

### Other Student Funding

The college cooperates with the Department of Employment and other manpower agencies to provide financial assistance to qualified individuals. These programs vary, depending on instructional program and cooperating agency. In general, students are referred to the school by the cooperating manpower agency. Final approval of all applicants referred by manpower agencies remains the prerogative of the school.

### Learning Services

Randy Harper, M.Ed., Director, RCH 214, [rharper@lcsc.edu](mailto:rharper@lcsc.edu) 792-2207  
 Laura Ashford, A.A.S., Administrative Assistant, RCH 214, [lashford@lcsc.edu](mailto:lashford@lcsc.edu) 792-2207 Fax: 792-2232  
 Terri Benson, B.S., Adult Basic Education, RCH 208 [trbenson@lcsc.edu](mailto:trbenson@lcsc.edu) 792-2238  
 Traci Birdsell, B.S., Adult Basic Education, RCH 208 [tbirdsel@lcsc.edu](mailto:tbirdsel@lcsc.edu) 792-2238  
 Julie Blohm-Grinolds, M.Ed., Center for New Directions, RCH 23 [grinolds@lcsc.edu](mailto:grinolds@lcsc.edu) 792-2331  
 Karen Burton, M.Ed., Learning Resource Center, RCH 202 [kburton@lcsc.edu](mailto:kburton@lcsc.edu) 792-2257  
 Donna Callahan, M.Ed., Adult Basic Education, RCH 208 [dcallaha@lcsc.edu](mailto:dcallaha@lcsc.edu) 792-2238  
 Don Craber, M.A.T., Adult Basic Education, RCH 208 [dcraber@lcsc.edu](mailto:dcraber@lcsc.edu) 792-2238  
 Muna Crook, M.S., MFT, Center for New Direction, RCH 23 [mcrook@lcsc.edu](mailto:mcrook@lcsc.edu) 792-2331  
 Rose Forsmann, North Idaho Correctional Institution, Cottonwood 962-3276  
 Sara Hill, B.S., Family Education Program [shill@lcsc.edu](mailto:shill@lcsc.edu) 792-2517  
 Shirley Hunter, B.S., Adult Basic Education, RCH 208 [shunter@lcsc.edu](mailto:shunter@lcsc.edu) 792-2238  
 Rush Kirsch, Idaho Correctional Institution-Orofino, Orofino 476-3655  
 Linda Knight, Idaho Correctional Institution-Orofino, Orofino 476-3655  
 Andrea Masom, M.Ed., Clearwater Consortium Kendrick [amasom@lcsc.edu](mailto:amasom@lcsc.edu) 289-5949  
 James McCracken, M.A., Center for New Directions, RCH 23 [jvmccracken@lcsc.edu](mailto:jvmccracken@lcsc.edu) 792-2331  
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 Dyan Spence, Outreach Instructor, Orofino [dyanSpence@hotmail.com](mailto:dyanSpence@hotmail.com) 476-3817  
 Elizabeth Waite, Outreach Instructor, Grangeville [bwate2000@yahoo.com](mailto:bwate2000@yahoo.com) 983-3045

To contact any of the above staff members, call toll free: 1-800-879-0454

### Learning Services Role and Mission

The programs within the Department of Learning Services support the lifelong learning process by providing academic, technical, and personal support to individuals transitioning into new educational and occupational experiences. These programs include Adult Basic Education, the Center for New Directions, the Family Education Program, the Learning Resource Center, the Clearwater Consortium of Schools, and educational programs within the Department of Corrections.

### Adult Basic Education

Adult Basic Education (A.B.E.) provides individuals 16 years of age and over who are out of school the opportunity to further their academic skills. These skills allow for continued advancement in family, occupational, and educational activities. The individualized design allows students to enroll in the program at any time and to progress at their own rate.

Central to the Adult Basic Education program is the General Education Development (G.E.D.) series of tests. Instruction and testing leading to a G.E.D. certificate is available through the Adult Learning Center on the Lewis-Clark State College Campus. A.B.E./G.E.D. services are also available at outreach sites throughout the region including Grangeville, Kamiah, Kooskia, Lapwai, Moscow, Orofino, Pierce, and Weippe.

Students in the ABE program have the opportunity to:

1. Obtain the basic reading, writing, math, and computer skills needed to get, keep, or advance in a job.
2. Meet entrance requirements for college.
3. Learn to speak English.
4. Learn to better help children with their school homework.
5. Study to pass the General Educational Development examination (G.E.D.). Subject areas of the G.E.D. include writing skills, social studies, science, literature and the arts, and mathematics.
6. Earn their High School Equivalency Certificate by successfully completing the G.E.D. requirements and a component of United States Government.
7. Receive assistance in reaching their academic goals regardless of their present level of academic achievement.

For more information call 1-800-879-0454 or 792-2238 or stop by the Center located on the LCSC campus in Reid Centennial Hall, Room 208.

### Center for New Directions

The Center for New Directions (CND) provides support for students enrolled in professional/technical programs, non-traditional students, single and teen parents, displaced homemakers, and adults in transition. The goal of CND is to assist individuals as they 1) enter and become successful in training and educational programs; 2) become employed and valued on the job, and 3) achieve and maintain economic self-sufficiency. The following services are offered to help individuals achieve these goals:

- ◆ Linking Learning to Life classes
  - Career counseling and assessments
  - Employment readiness
  - Basic computer skills in Microsoft Word, Power Point, Excel and Access
  - Basics in writing, communication, mathematics, and scientific method
  - Learning strategies for educational coursework
  - Job search strategies and support group
  - Enrolling in training or academic programs
- ◆ Non-traditional Student Open House
  - Meet and get to know other non-traditional students at LCSC
  - Enjoy a good lunch
  - Learn more about LCSC and the community through student exchanges, presentations, and videos
  - Networking opportunities with students, faculty, and staff members
  - Advising and counseling
- ◆ Individualized career counseling and assessment
- ◆ Personal counseling
  - Individual issues and concerns
  - Marriage and beyond
  - Removing personal barriers to success

- ◆ Personal development opportunities
  - Time and stress management
  - Living within your budget
  - Leadership development
  - Career identity formation
  - Goal setting, decision making, and problem solving
  - Anger management training
  - Gender differences in the workplace
  - Parenting for success
- ◆ Academic advising and mentoring
- ◆ Mentoring and support groups for
  - Persons in non-traditional majors
  - Women in communication technology
  - Persons seeking employment
  - Women in the work place
- ◆ Divorce Orientation Program
- ◆ COMPASS testing for college placement
- ◆ Special Events
  - Women's History Month
  - Working Women Conference

The Center for New Directions provides a multitude of services, including opportunities for personal growth and development, support through major life transitions, and an environment that facilitates successful completion of goals and objectives. For more information call 1-800-879-0454 or 208-792-2331 or visit us on campus in RCH 23.

### Clearwater Consortium of Schools

The Department of Learning Services works closely with the Lapwai and Potlatch school districts to provide a shared career counselor. The career counselor works with the staff members in the secondary schools of these districts to provide supplemental instruction and guidance in the area of employment and careers. Educational planning, self-discovery, and activities which encourage students to explore the world of work are central to this cooperative program. For more information about the Clearwater Consortium of Schools, call 1-800-879-0454 or 792-2207.

### Department of Correction

Learning Services works cooperatively with the Idaho State Department of Corrections to provide educational opportunities to inmates housed at the Idaho Correctional Institution at Orofino (ICIO) and the North Idaho Correctional Institution (NICI) at Cottonwood. Areas of study include basic life skills, G.E.D. instruction and testing, and Family Education. The development of the skills, aptitudes, and attitudes necessary for life long learning is central to all instruction within the institutions.

### Family Education Program

The Family Education Program (FEP) promotes life long learning in families with children ages newborn to six. A parenting instructor and an Early Childhood Educator meet with family members each week at State certified sites in rural communities throughout North Central Idaho. Children receive literacy and developmentally appropriate activities based on current research. Parents participate with the children for the first hour of each session, and then focus on parenting, academic development, English as a Second Language, High School Equivalency or G.E.D., basic skills improvement, job readiness training, basic computer skills, and other areas of study which will make the family unit more self reliant. The Family Education program is currently available in Craigmont, Grangeville, Kamiah, and Lewiston.

FEP also enjoys a unique alliance with the Idaho Correctional Institution at Orofino and the North Idaho Correctional Institution at Cottonwood where the innovative Family Life Program is offered to incarcerated fathers. Family Life seeks to break the cycle of recidivism and criminal behavior in families. Fathers receive instruction about the developmental needs of children, parenting skills, family communication, and methods of breaking the distance barriers of imprisonment through shared literacy activities with their children.

Children enrolled in the FEP program are encouraged to take advantage of the Reading is Fundamental Program. Each child may receive up to three books per year for their own home collection and make use of the lending libraries maintained at each class site.

Parents are instructed on how to choose appropriate literature for their child according to age and quality of material.

Playgroups facilitated by a certified Early Childhood Educator are held at each FEP class site. Parents and children participate in age appropriate activities designed to foster social, cognitive, and physical skills. Modeling of positive reinforcement and discipline is practiced by instructors for the benefit of parents in attendance. For more information, call 1-800-879-0454 or 792-2517.

### **Learning Resource Center**

The Learning Resource Center, located in RCH 202, provides services that support Lewis-Clark State College students in the development of the skills necessary for their effective performance in college course work and positive adjustment to the learning environment. The Learning Resource Center is open from 7:00 a.m. to 8:00 p.m. Monday through Thursday and 7:00 a.m. to 4:00 p.m. Friday. The Learning Resource Center provides trained tutors, computers, workshops, study areas, guides to student success, and a friendly, supportive environment. Academic assistance and support is also available via the Internet at [www.lcsc.edu/learningcenter/lrc.htm](http://www.lcsc.edu/learningcenter/lrc.htm). For more information, call 1-800-879-0454 or 792-2257.

### **Office of Student Life**

**Ernie Williams**, M.S., Director, Assistant to the Vice President for Student Affairs and Enrollment Management, RCH 111 [ewilliam@lcsc.edu](mailto:ewilliam@lcsc.edu) 208-792-2211

**Robert Sobotta**, M.Ed., Coordinator: Native American and Minority Student Services, RCH 109 [bsobotta@lcsc.edu](mailto:bsobotta@lcsc.edu) 792-2812

**Douglas Steele**, M.A., Counselor, RCH 111 [dlsteele@lcsc.edu](mailto:d Steele@lcsc.edu)

**Vicki Donovan**, M.A., Counselor, RCH 111 [vdonovan@lcsc.edu](mailto:vdonovan@lcsc.edu)

**Judy Dingman**, Administrative Assistant, Student Life, RCH 111 [jdingman@lcsc.edu](mailto:jdingman@lcsc.edu)

**Judith Baldwin**, R.N., Coordinator: Health Services, SGC 42 [judithb@lcsc.edu](mailto:judithb@lcsc.edu) 792-2251

**Amy Poirier**, Office Specialist II, Health Services, SGC 42 [alpoirier@lcsc.edu](mailto:alpoirier@lcsc.edu)

The mission of the Office of Student Life is to assist and support students. Student Life focuses on the student's emotional and physical well being by providing services such as personal counseling, health care assistance, Native American/Minority student services, as well as educational advising and testing. All of these activities promote student success while they participate in the LCSC community.

### **STAR - Student Advising and Registration**

All new students are required to attend orientation activities prior to beginning classes. Special academic and social programs have been designed to assist students in becoming acquainted with the college, its faculty, staff, and services. During the orientation program, new students will have an opportunity to speak with an advisor and plan their class schedules. For information about the STAR program or to sign up for one of the STAR sessions, call the office or e-mail [star@lcsc.edu](mailto:star@lcsc.edu).

### **Testing**

Placement assessment will be available prior to the advising and registration session. Students who have not taken the ACT or SAT will have to test to ascertain their proper placement in English and math courses. Students who score 18-24 on the ACT English section or 450 or higher on the SAT will be placed into English 101. Students who score 19-21 on the ACT Math section or 460 or higher on the SAT will be placed in Math 130. Students younger than 21 who are pursuing an academic degree are required to take ACT, SAT, or residual ACT for placement. Students 21 and older and/or those who are pursuing a technical degree must take a prescribed exam for placement into the proper courses.

### **Counseling Services**

#### **Personal Counseling**

The counseling office provides short-term developmental and preventive assistance for both full and part-time students at LCSC. At any age, adjustment to college represents a major life transition. Counseling is a learning process that assists students in taking responsibility for their lives and education. Counselors are available to assist students in:

- ◆ dealing with difficult and/or unpleasant situations
- ◆ clarifying values in order to make effective decisions
- ◆ analyzing and improving interpersonal relationships
- ◆ resolving difficulties which hinder or block progress toward academic success and satisfaction

## Workshops

Special topic groups are offered for students with similar needs such as dealing with loss, anxiety reduction, managing stress, career/life planning, and developing social/emotional skills. All information discussed with counselors is kept strictly confidential. The department adheres to the American Association for Counseling and Development code of ethics.

## Native American and Minority Student Programs

LCSC is committed to establishing and maintaining a campus environment that promotes cultural diversity. Native American, African American, Asian American and Hispanic American students will find a support system at LCSC to assist them with their educational goals. Services through the Native American/Minority Student Programs office include academic advising, advocacy, accessing other student service programs, financial aid, admission, and scholarship information.

The Native American/Minority Student Programs Coordinator works to enhance recruiting and retention of minority students, acts as a liaison with local tribal governments, and also coordinates minority student group activities and organizations. Native American Awareness Week, which is coordinated by the Native American Club, and Martin Luther King, Jr. Day activities are recognized annually on campus.

## Office for Disability Services

The Office for Disability Services was created to establish a campus environment that is accessible to students with disabilities. The coordinator will meet with each student (who self-identifies) to assess the effects of the student's disability on the educational process. Students must provide documentation of their disability. Reasonable accommodations will be determined on a case-by-case basis. The Office for Disability Services seeks to sensitize faculty and staff to the needs of students with disabilities.

Some of the services available through the Office for Disability Services are: physical accessibility accommodation, academic adjustments, auxiliary aids, information on taped texts, assistance with note-taking, readers and sign language interpreters as needed. Students are strongly encouraged to identify themselves before arrival on campus and to make an appointment to discuss documentation and services. All information will be kept confidential unless a release of information is signed by the student.

## Health Services

Health services are provided on campus because a major medical insurance policy does not cover day-to-day routine illness. A small amount of the student fee paid in each semester goes to maintain the Student Health Service. A \$6 office visit fee is charged at the time of visit when seeing the doctor or nurse practitioner. There is a fee for labs, immunizations and other tests.

Medical service is available for a limited number of hours per week to provide examination and treatment of illness and injury which can be treated on an out-patient basis. Dr. Christina Bjornstad, a family practice physician, and a nurse practitioner is available by appointment or emergent office visits during Fall and Spring Semester. A nurse is also available to assist you.

Appointments are available by calling Student Health Services at 792-2251 or stopping by Sam Glenn Complex (SGC), Room 42.

Call or stop today to make an appointment or ask questions.

Health education programs sponsored by Student Health:

- ◆ The Healthy Student Body
- ◆ KISS Week (STI, HIV, AIDS)
- ◆ Health Fair

## Major Medical Health Insurance Information

All students are encouraged to maintain some type of major medical insurance policy. If not covered under any policy, there is one available through LCSC for all students enrolled at LCSC for credit in the Fall and Spring Semesters for a minimum of six (6) units and in the summer for a minimum of three (3) units. The policy provides 24 hours per day coverage at home, school, and while traveling. Limitations apply to coverage. Major Medical expense benefits are subject to a school year deductible of \$150.

Insurance is mandatory for international students; international students should contact the International Student Programs Office for information regarding the required insurance policy and payment amounts.

Cost varies slightly each year. The cost per student is \$335 for the entire year from August 21, 2002 to August 21, 2003. Dependent coverage is also available at an additional charge. The premium can be divided and paid each semester at the time you enroll. First semester is \$142 and second semester (including summer) is \$193. Summer only cover is available for \$101. Optional Student Health and Accident Insurance for spouse and children is available for additional fees.

Brochures detailing benefits are available at the Student Health Services.

### **Additional Insurance**

All full-time fee-paying students at Lewis-Clark State College are automatically covered by student accident insurance while attending college. Student accident insurance covers accidents only-it does not cover illness. Students are covered 24 hours per day during the school year. You are not covered while traveling unless between school and place of residence or unless travel is authorized by the college. Limits of coverage are 80% up to \$3,000 per accident and there is a \$100 deductible per accident.

Students working in the mechanical-technical laboratories have an increased risk for accidents and are urged to carry insurance coverage.

Students must complete the health insurance participation form and return it with payment of fees.

### **Student Health Services**

Student Health Services provides medical care for full and part-time students during their enrollment at LCSC. Health Services is a minor care clinic with a part-time physician and nurse practitioner available to see students by appointment. Management of short-term medical problems, illness or injury and health education are offered – all on an out-patient basis. Office visits and labs are offered at discounted rates. A registered nurse is available during the school week to assist students with minor health problems including emergency first aid, health education, nursing care, immunizations and student insurance information. Patient information is confidential. Students are encouraged to contact Health Services prior to seeking medical treatment in the community.

### **Health and Wellness Education**

Health education programs offered to students include HIV, AIDS and STI education. Other education covers a variety of topics including general health topics and an annual Health Fair.

### **Student Health Insurance**

All fee-paying full-time undergraduate students are covered by a limited \$100 deductible group insurance policy for accidents or death resulting from an accident. Details and dates of the policy period are outlined in a brochure available at Student Health Services office.

The general student population is responsible for providing their own medical/hospitalization insurance. Health insurance coverage for international students is mandatory. Students are encouraged to assess their health insurance coverage, if any, prior to enrollment. The college does make available to students a health and accident insurance policy for optional purchase, and recommends purchase if students have no other coverage. Information regarding cost and benefits is available at registration.

### **Residence Life and Off-Campus Housing**

**Dee Dee Kanikkeberg**, M.Ed., Director of Residence Life, Clark Hall [dkanikke@lcsc.edu](mailto:dkanikke@lcsc.edu) 792-2053

**Patti Aram**, A.A., Customer Service Representative, [param@lcsc.edu](mailto:param@lcsc.edu) 792-2053

Living on campus can enrich a student's college experience. Students who live in campus residence halls typically find their college years more satisfying, are less likely to drop out, and often perform better academically than off-campus students. Living on campus also provides a student with extensive interaction with other students, and numerous opportunities to examine new ideas and values. Interpersonal skills and lifetime friendships can be developed.

Lewis-Clark State College provides living accommodations for students in three residence hall environments. The residence halls are relatively small which contributes to a more personal environment and greater opportunity for involvement. All facilities have easy access to the Student Union Building, food service facility, Library and are within a short walk to any classroom building on campus. The residence halls are staffed with professional and paraprofessional staff. Extensive training is provided for the residence life staff in an effort to educate them with the skills necessary to relate well with students, to set a positive climate and to assist students in developing the kinds of programming that meet their needs.

### **Application Procedure**

1. Request housing information from the Office of Residence Life, Clark Hall, (208) 792-2053, or direct e-mail inquiries to: [reslife@lcsc.edu](mailto:reslife@lcsc.edu)
2. Return the completed housing contract and \$100 deposit to the Controller's Office. Checks are to be made payable to Lewis-Clark State College.

### Room and Board

Room and Board rates are charged on a semester or academic year basis. A \$15 residence hall activity fee is charged per semester. Contracting for a room in Clark or Talkington halls requires that students purchase one of three meal plan options. New students are placed in available spaces in the order that the college receives the Housing Contract and the \$100 deposit. The housing contract, by itself, will not hold a room for a student.

Upon receipt of the housing contract and the \$100 deposit, the student will be informed of his/her status in relation to available rooms. Only a limited number of rooms are available each year. If more housing contracts are received than the number of available rooms, students will be placed on a waiting list.

### Room and Board Rates, Academic Year Contract

The following rates are effective for 2002-2003 academic year and are subject to change without notice.

#### Semester Rates

	Initial Semester	Continuing Semester	Annual Total
<b>Clark Hall and Talkington Hall (co-ed)</b>			
Double or Multiple Occupancy Rooms	\$905	\$735	\$1,640
Single Room (Limited Availability)	\$1,145	\$930	\$2,075
<b>*Parrish House (Co-ed)</b>			
Single Room with semi-private bath (Limited Availability)	\$1,175	\$960	\$2,135
Double Room with private bath, or Single Room without bath	\$970	\$795	\$1,765
Double or Triple rooms without bath	\$805	\$655	\$1,460

#### \*Meal plan optional

Each academic year, all residents must pay the initial semester rate during their first semester of occupancy. Only students who have lived in campus housing during Fall semester are eligible for the continuing semester rate under semester rates.

The Activity Fee (\$15 Semesterly/\$30 Yearly) is due with payment of room and board.

### Academic Year Rates

(To qualify for the reduced Academic Year Rates, students must reside on campus during both Fall and Spring semesters):

#### Clark Hall and Talkington Hall

Double or Multiple occupancy rooms \$1,540  
Single Room (Limited Availability) \$1,975

#### \*Parrish House (Co-ed)

Single Room with semi-private bath (Limited Availability) \$2,035  
Double Room with private bath or Single Room without bath \$1,665  
Double or Triple rooms without bath \$1,360

### Meal Plans

Students residing in Clark and Talkington Hall are required purchase a meal plan.

Meal Plan	Number of Meals	Semester	Year
Patinum	110 All You Care to Eat Meals Per Semester and \$400 flex	\$1,170	\$2,340
Diamond	7 All You Care to Eat Meals Per Week and \$265 flex	\$1,055	\$2,110
Gold	80 All You Care to Eat Meals Per Semester and \$300 flex	\$975	\$1,950

Note: All-you-care-to-eat meals can be used for dinners and brunch on weekends.

Flex dollars can be used throughout the semester as needed

### **Off-Campus Rentals**

A limited number of off-campus houses and apartments are available for students/student families. Vacancies are not advertised, however a waiting list is maintained in the Residence Life Office at Clark Hall.

### **Career Development Services**

Debra Lybyer, M.Ed., Director, RCH 22, [dlybyer@lcsc.edu](mailto:dlybyer@lcsc.edu) 792-2313  
Denise Harris, Administrative Assistant, RCH 22, [dharris@lcsc.edu](mailto:dharris@lcsc.edu) 792-2377

Career Development Services (CDS) provides comprehensive services including career exploration, part-time and professional employment and graduate school entrance opportunities to LCSC students and alumni. Students are encouraged to visit Career Development Services, Room 22 Reid Centennial Hall, to become familiar with its library materials, current workshop schedule, career counselors, DISCOVER (a computerized career information system), and special events. Students are invited to use, free of charge, two computers which are located in the CDS office and are available for a variety of career-related purposes, including Internet access for career-related exploration.

### **Career Exploration**

Students who are in the process of selecting a major and/or determining a career to pursue following graduation are welcome to participate in various career exploration activities. Workshops, interest inventories, a college course, and the DISCOVER system (a computerized career information system) are available for students who are considering how their interests, values, and skills relate to the world of work. Computers with Internet access are accessible for career/employer research as well. Graduate school information including graduate school entrance examination materials are available in the Career Library. Individual appointments with career counselors and access to the Career Library may be obtained at CDS.

### **Job Match**

To enhance and finance their college education, students may choose to work while pursuing their degree. The Job Match Program provides students with job opportunities which “match” their particular interests. Listings are available in the Career Resource Center. Students who register with this program are placed in a database and contacted when appropriate referrals become available.

### **Employment Related Activities**

To assist prospective graduates in the job search process, a variety of programs and activities are available. Workshops focusing on resumes, cover letters, interviewing, placement/credential files, professional and meal etiquette, and other job search topics are available for students. In addition, students are encouraged to speak with a career counselor individually to discuss their job search and receive a constructive critique of their materials. Resume referrals, as well as on-campus interviews by recruiting employers, are also arranged for prospective graduates.

### **Special Events**

The office of Career Development Services offers various programming throughout the year. Students may participate in events such as professional etiquette training, mock interview opportunities and career fair experiences, in addition to other varied offerings. All students and alumni are welcome to Career Development Services.

### **Idaho TRIO AmeriCorps**

Debi Fitzgerald, M.P.A, Director, ADM 6 [dfitzger@lcsc.edu](mailto:dfitzger@lcsc.edu) 792-2084  
1-208-792-2084 or 1-800-432-8239 (toll-free)  
Fax: 1-208-792-2058  
Tess Ferguson, B.A, Program Manager, ADM 6 [tferguso@lcsc.edu](mailto:tferguso@lcsc.edu) 792-2084  
Barbara Syska, A.A., Program Assistant, ADM 6 [basyska@lcsc.edu](mailto:basyska@lcsc.edu) 792-2084

Idaho TRIO AmeriCorps is a program that provides tutors and mentors to targeted schools and other institutions throughout Idaho, helping students successfully deal with the challenges of staying in or returning to school and planning for their future. Our program also provides service-learning training for the LCSC campus and is in the process of developing a Volunteer Center for LCSC students.

LCSC students may join AmeriCorps and serve one to two years while attending college or after graduation. The Idaho TRIO AmeriCorps office on campus places students as tutors and mentors, either on campus or in local schools and agencies. While serving, members receive a small living allowance (stipend) and upon successful completion of service, earn an Education Award which can be used for educational expenses such as fees, tuition and books, or to repay qualified student loans. AmeriCorps is a national service program, sometimes referred to as a domestic Peace Corps. In addition to tutoring or mentoring, AmeriCorps members carry out service projects in the community and participate in statewide training events. To serve, a student must be a U.S. citizen or legal resident and be at least 17 years old. There is no maximum age limit. Benefits include:

Full or Part time	Years of Service	Required Hours of service for one year	Living Allowance	Education Award	Other Benefits
Full-time	1-2	1700 hours	\$9,600	\$4,725	Child Care,
Part-time	1-2	900 hours	\$5,000	\$2,362	Health Ins.

For additional information regarding AmeriCorps, stop by the Idaho TRIO AmeriCorps Office, Administration Building, Room 6 or call 792-2084.

### Student Support Services

Patricia Clyde, M.Ed., Director, RCH 201 [pclyde@lcsc.edu](mailto:pclyde@lcsc.edu) 792-2300  
 Susan Lawson, M.Ed., Career Counselor  
 Linda Gallaher, M.A., Academic Specialist-Math  
 Susan Devlin, B.S., Academic Specialist-Science  
 R. Marjorie McLaughlin, M.A., Retention Specialist, RCH 209A [mmclaugh@lcsc.edu](mailto:mmclaugh@lcsc.edu)  
 Savona Holmes, Program Aide, RCH 203 [sholmes@lcsc.edu](mailto:sholmes@lcsc.edu)

Federally funded through the U.S. Department of Education, the Student Support Services Program provides a combination of academic management, counseling, tutoring, workshops, guided study groups, learning strategy courses, computer support, and educational advising. Because the program works with a limited number of students, services are streamlined to meet individual needs. Through program assessment and subsequent support services, students learn strategies to succeed in college.

Interested students are encouraged to contact the program early in their academic careers to see if they qualify for services. To qualify a student must:

1. Be a U. S. citizen
2. Attend on a full-time basis, and
3. Be a first-generation student (neither parent has a bachelor's degree) or be financially disadvantaged, or have a physical or learning disability.

For additional information regarding the Student Support Services Program contact its office, located on the second floor of Reid Centennial Hall, Room 203, or call 792-2300.

### Student Activities

Vacant, Coordinator, SUB, [rmagrude@lcsc.edu](mailto:rmagrude@lcsc.edu) 792-2804  
 Laura Wilson, Office Specialist, [lwilson@lcsc.edu](mailto:lwilson@lcsc.edu)

The Student Activities office offers programs and services that encourage student involvement in the campus community. Student's participation in these activities is an integral part of the total educational experience. Through their involvement students have a chance to explore opportunities, learn and practice skills, have an impact on their environment and gain a greater sense of belonging to the campus community.

Students will receive guidance from professional staff in the development and implementation of social, cultural and educational activities throughout the year. The Coordinator of Student Activities also works with Student Government, the school newspaper, Clubs and Organizations, Intramurals, Student Programming Board, Recreational Sports and Student Union Board. Contact the Coordinator of Student Activities for more information.

### Associated Students of Lewis-Clark State College

The Associated Students of Lewis-Clark State College (ASLCSC) function under the executive administration of an elected President and Vice President, an elected Senate, and an appointed Judicial Board. Also, appointed by the ASLCSC President is the Director of Media Relations.

All students are encouraged to participate in ASLCSC functions actively or as observers. ASLCSC Senate meetings are open to the public and the ASLCSC executive office operates with an "open door" policy. The ASLCSC is the government of the students and serves all LCSC students. For information, call 208-792-2256

### Student Programming Board

The Student Programming Board (SPB) is a student organization that plans and implements many social, cultural, and educational activities both on and off campus. The SPB is managed by students and funded by student fees. To join any committee, contact the ASLCSC office in the SUB at 208-792-2256.

### Student Organizations

Ag Equipment Technology Club, Auto Body Club, Auto Club, Business Professionals of America, Chess Club, College Democrats, Diesel Power Technology, Explorers, French Club, Geology Club, Graphic Arts Club, HVAC Club, Idaho Progressive Student Alliance, International Business Club, International Club, LCSC Biology Club, LCSC Climbing Club, LCSC Political Forum, LCSC Ski/Snowboard Club, LCSC Speech & Debate Team, LCSC Veterans Association, Major Appliance Repair Club, Men's Club Team Volleyball, Multicultural Awareness Club, Native American Club, Pre-Law/Mock Trial Club, Psychology Club, Radio Club, Residence Hall Association, Los Hispanos Unidos de LCSC, Rugby Club, Talking River Writer's Association, Welding Club, Young Republicans.

### Honorary Organizations

Alpha Psi Omega (Theater), Ambassadors Honor Society, Lambda Nu (Chemical Education Society), Kappa Delta Pi - Chi Kappa Chapter.

### Professional Organizations

Business Students Organization, Communication Students' Association, Student Education Association, LCSC Nursing Student Association, Student Organization of Social Work, Institute of Management Accountants, VICA (Vocational Industrial Clubs of America)

### Religious Organizations

Baptist Student Ministries, Church of Jesus Christ of Latter-Day Saints Student Association (LDSSA), Lewis Clark Campus Ministries, Real Life Club.

### Student Publications

The LCSC *Pathfinder*, a weekly student newspaper, provides an opportunity for student expression and serves as a means of communication. It offers valuable experience in writing, editing, copy-reading, photography, advertising, and design. By fulfilling certain basic requirements, students may earn academic credit for staff participation. For information, call 208-792-2470.

The Lewis-Clark State College Student Handbook is published for distribution to students. It provides useful advising information, services, Student Rights and Responsibilities, and the Student Code of Conduct.

The *Talking River Review* is a student publication that showcases the creative writing and artistic talents of LCSC students, faculty, and international authors. The Talking River Review is produced by students and is available on an annual subscription basis. It is published under the auspices of the Division of Humanities.

### Intramural/Recreational Sports

Intramurals: Indoor Soccer, Flag Football, Softball, Indoor/Outdoor Volleyball, Indoor Tennis, Basketball.

Tournaments: Ping Pong, Pool, Darts, Hearts & Spades, Chess, Video Games, Horseshoes.

Recreational Sports: Raft Trip, Rock Climbing, Free Golf, Free Driving Range, Free Miniature Golf, Ski Trips, Spokane Chiefs Hockey Game, Horseback Riding, Aerobics Classes, Fitness Center, Night Golf, Bowling Nights, Skate Nights.

The Intramural program is designed to meet the needs of a wide variety of students. The program provides enjoyment and physical activity for students regardless of their skill or ability. Both recreational activities of a noncompetitive nature and intramural sports, which include organized competition in leagues and tournaments, are included in the program. The college boasts a well-appointed fitness center and weight room for student use evenings and weekends. All part-time students, full-time students, faculty and staff are encouraged to take part in the program. For more information about the programs, contact the Intramural Office, 792-2804.

## General LCSC Information

### Institutionally Related Organizations

#### Lewis-Clark State College Alumni Association

The LCSC Alumni Association was founded as an independent nonprofit organization in 1977. Established by a group of alumni who wanted to assure continued relationships between Lewis-Clark State College and its alumni, the Alumni Association promotes the role and mission of the college and works to preserve and strengthen the traditions of the college.

Members of the LCSC Alumni Association include all graduates of the college and those persons who have completed 24 credits at the college under any of its names (Lewiston State Normal School, Lewis-Clark Normal School, North Idaho College of Education or Lewis-Clark State College). A board of directors governs the Alumni Association, which meets the second Wednesday of each month at 5:30 p.m. throughout the academic year. Alumni Association members are invited to the meetings and are encouraged to be actively involved with the Alumni Association. Meeting schedules and additional information can be obtained through the Alumni Office or from the following Web site: [www.lcsc.edu/alumni](http://www.lcsc.edu/alumni).

#### Lewis-Clark State College Foundation

Established in 1984 as a nonprofit educational foundation, the Lewis-Clark State College Foundation is dedicated to providing a margin of excellence for LCSC students. In securing resources beyond those provided through state funding, the Foundation assures an educational experience that is more financially accessible to students, as well as one which is more well-rounded and complete.

The Foundation provides support for a number of enhancement activities including the Foundation Scholars Program, the Lewis-Clark Center for Arts & History, Faculty Achievement Awards, and other services and programs that lie outside the traditional role of public funding. The LCSC Foundation manages and invests gifts and assets, including funds supporting 66 programs and scholarships for the maximum benefit of Lewis-Clark State College. For more information, see the LCSC Foundation web site at: [www.lcsc.edu/foundation](http://www.lcsc.edu/foundation).

#### Warrior Booster Club

The Warrior Booster Club was established in 1977 as a nonprofit corporation whose purpose is to provide support for LCSC athletics programs. The goal of the club is to raise college spirit and community involvement in LCSC athletics. The Booster club also raises money for athletic scholarships and for support of the athletic department.

The Booster Club has more than 300 members. Membership is open to anyone for a membership fee of \$50 per year. A board of directors governs the club. Monthly meetings are open to the public.

### Other Campus Offices and Services

#### Office of College Advancement

The Office of College Advancement encompasses the functions of development, alumni relations, media relations, publications, advertising and marketing. It provides day-to-day management, operations and support for the LCSC Alumni Association and the LCSC Foundation.

Development is the function responsible for raising money for the college through the Foundation, mainly through gifts from individuals, corporations and foundations, and for maintaining gift records and recognizing donors. College Advancement provides guidance to college departments, clubs and organizations that seek to raise money for their own projects and initiatives.

Alumni Relations maintains the alumni database and, with the Alumni Association, develops and implements activities and communication vehicles for keeping in touch with LCSC alumni.

Media Relations and Publications works to increase the public visibility of LCSC and to assure a consistent message and look for all college communication.

The Office of College Advancement coordinates and manages the advertising and marketing efforts of the College.

#### Athletics

Lewis-Clark State College is a member of the National Association of Intercollegiate Athletics. Although known for the national successes of its baseball program (LCSC won national championships in 1984, 85, 87, 88, 89, 90, 91, 92, 96, 99, 2000, and 2002) it also is establishing a national reputation for many of its other sports, achieving ranking among the NAIA's top 10 nationally in women's basketball, volleyball and tennis, and reaching the national tournament in men's tennis and basketball in recent years.

LCSC also is proud of the performance of its athletes in academic settings and emphasizes the interrelationship of excellence in academics and athletics.

Intercollegiate athletic teams for men include basketball, baseball, cross country, outdoor track and field, golf and tennis. Intercollegiate athletic teams for women: basketball, cross-country, golf, rodeo, tennis and volleyball.

All student athletes will be required to participate in a mandatory drug education program to be agreed upon prior to team involvement and must meet eligibility standards to represent the college.

### **Campus Bookstore**

Lewis-Clark State College operates its own student bookstore in the Williams Conference Center. In addition to providing all required textbooks and supplies, computers and computer supplies, the bookstore sells paperback books, study aids, art and drafting supplies, greeting cards and a wide selection of LCSC insignia gifts and clothing.

Operating hours are 8 a.m. to 5 p.m., Monday through Thursday, Friday 8 a.m. to 4 p.m. during the academic year and extended hours the first three weeks of each semester. Summer hours are 7:30 a.m. to 4:00 p.m. The bookstore will buy back current editions of textbooks at any time.

### **Cooperative Education**

The Cooperative Education (Co-op) program enables students to gain professional-level work experience in the business/non-profit community, while earning college credit for that experience. By integrating classroom theory with the real world of work, Co-op provides students with a broader perspective and understanding of the career field which they have chosen. Contact the appropriate division office for more information.

### **Educational Technology Center**

The Educational Technology Center operates a modern television production studio, digital video editing suites, two telecommunications classrooms, a faculty and staff Multimedia Development Lab, Media equipment distribution center, Classroom Systems support services, and a media/graphic production facility.

Through these facilities and services, the Educational Technology Center and Lewis-Clark State College are improving the effectiveness of instruction and extending information to both on-campus and off-campus locations. The center serves the students, faculty, and staff by providing the most useful and relevant resources possible to enhance learning opportunities at Lewis-Clark State College.

### **Edward V. Williams Student Union Building and Williams Conference Center**

The Student Union Building/Williams Conference Center is the center for campus activities. The SUB/WCC contains the offices of the Associated Students, club offices, Student Programming Board, the Coordinator of Student Activities, Intramurals/Recreational Sports, and the student newspaper - The LCSC Pathfinder. Also located in the SUB/WCC are the campus conference center, bookstore, snack bar, cafeteria, game room, art displays, meeting rooms and lounge. The building was completely renovated and significantly expanded in 1998-1999 and reopened in the summer of 1999.

### **Frank Mosher Memorial Observatory**

The Frank Mosher Memorial Observatory, located on the Lewiston Rodeo Grounds, houses a 16-inch Newtonian Reflector telescope in a 16-foot dome. Built with funds contributed from the community, it is a memorial to Frank Mosher, a Clarkston High School teacher who was an enthusiastic promoter of amateur astronomy. The observatory was dedicated in 1975 to public service as well as instructional use by the college.

### **The Internet: LCSC On-line**

Lewis-Clark State College embraces the use of technology in the delivery of courses when appropriate and to disseminate information about the college. The college is a pioneer in both, delivering courses through its Distance Learning office, some of which rely on the exchange of information via e-mail and access to course syllabi and contents on the World Wide Web. LCSC maintains a dynamic, growing presence on the Web that has served as a model in terms of organization and structure. Application to Lewis-Clark State College, enrollment information, registration, and the college catalog are among the services provided on the World Wide Web.

Accessing LCSC's Home Page - <http://www.lcsc.edu> - opens the door to a wealth of academic, program and information sources. The page is divided into areas that serve as gateways to an array of other sources, services and information. The general categories are:

- ◆ Academics
- ◆ Admissions
- ◆ Alumni
- ◆ Athletics
- ◆ Campus Life & Diversity
- ◆ Lifelong Learning
- ◆ Welcome to LCSC

## Library

The LCSC Library provides information access and resources for students, faculty, community and the region. The library is an integral part of the instructional program of the college and serves as a classroom extension for faculty and students involved in independent reading, study, and research. A variety of book and non-print material stimulates intellectual curiosity while satisfying academic, vocational and recreational reading needs.

The library collection contains approximately 240,000 volumes. In addition, participation in a consortium of local libraries, the Valley Automated Library Network, and use of an advanced computerized catalog and circulation system provides local access to more than 600,000 items. Membership in On-Line Computer Library Center (OCLC) assures rapid computerized access to some 32,000,000 additional titles that may be borrowed from participating libraries around the nation. Special LCSC collections include: the Lewis-Clark Centennial Collection, Pacific Northwest materials; children's and young adult's literature; elementary and secondary school textbooks; the Library of American Civilization, a microfiche collection covering all phases of United States history and culture through 1914; the MacArthur Foundation Video Classics and the Idaho Humanities Council collection of more than 1,500 videos. The library also serves as a partial depository for federal documents which now exceeds 23,000.

More than 1,700 serials (journal subscriptions and other regularly published material) as well as computer access to more than 5,000 additional full-text journals support LCSC course offerings and satisfy general-interest reading needs.

Through recent grants and the subsequent acquisition of new material and computerized equipment, the library also serves as a regional center for information access.

## KinderCollege

LCSC's KinderCollege is a state-licensed facility that provides comprehensive child care services to children six weeks of age through six years. The center generally is open during Lewis-Clark State College vacations, but is closed on most national holidays. Fees for child care are paid in advance and are calculated either by a monthly or a daily rate. KinderCollege is accredited through the National Association for the Education of Young Children.

The daily child care program at LCSC's KinderCollege is designed to help nurture the child socially, emotionally, physically and intellectually. Activities are planned throughout the day to meet the individual needs of children enrolled in the program. A registration packet must be completed to enroll a child in the program. Persons interested in child care services are encouraged to visit the center beforehand to observe the program and to meet prospective teachers.

## Summer School

Lewis-Clark State College provides a summer schedule that includes courses from the general education core and other academic curricula. Courses are offered in condensed formats. The summer schedule is designed to accommodate new and continuing students and cohorts of students from off-campus. For more information, contact Community Programs at (208) 792-2282.

## Theater and Music Programs

Theatrical production is a major activity at Lewis-Clark State College. There are typically four on-campus productions per year. Any student, regardless of previous experience, is encouraged to audition. A student can earn from one to three credits for participating in theater productions.