

Student Services

NOTE: See Support Services Directory, page 23-24 for hours, location, and telephone numbers for these programs.

Oxnard College CalWORKs

In California, Temporary Assistance for Needy Families (TANF) was implemented and named California Work Opportunities and Responsibility to Kids program (CalWORKs). As a result resources have been made available to TANF recipients attending community colleges. The Oxnard Community CalWORKs program combines workforce preparation efforts with intensive student services to assist TANF recipients to achieve their educational and career goals.

- Academic and CalWORKs Counseling
- Development of an Individualized Training Plan
- Work-Study
- Assistance with Job Placement
- Internships
- Child Care Assistance
- Financial Aid Assistance
- Dental service referrals
- Tutoring referrals
- Short-term courses
- Orientation and assessment
- Job readiness workshops

FOR INFORMATION and appointments

CALL 986-5887

Oxnard College CalWORKs office

located in the Community Student Services Center

(CSSC) - Room 119

Career Center

Need help in choosing a career? The Career Center has research materials to assist you in personal decision-making. These include interest inventories, and personality type indicators. Campus and outside employment opportunity listings are maintained by the center, along with information on job-related matters such as labor outlook information, resume writing, job search skills, and job placement services for students.

Counseling Services

Attention to the individual needs of each student is particularly vital in the community college, where the open door policy attracts students of widely-diversified backgrounds, interests, abilities and needs. The close cooperation of instructors and counselors is extremely important in aiding students in self-assessment and goal orientation. Several areas for potential cooperation exist:

Counseling Philosophy

It is the aim of Oxnard College counselors to provide individual and group counseling sessions in which students feel free to discuss course selection, career interests, and personal concerns as part of the process of making meaningful life decisions.

The counselor/student holistic approach encourages students to deal with immediate concerns and aids them in exploring options. The students' concerns are treated from a holistic framework, which may include a complete examination of lifestyles and how individual lifestyle affects educational performance.

Academic Information

One of the primary responsibilities of Oxnard College counselors is to assist students in planning for a program of study which appropriately reflects their personal interests, potential, and motivation. The counselor's function, however, is an advisory one. Ultimately, the responsibility for knowing program requirements and enrolling in proper courses rests with the students.

Career/Life Planning

Counselors can provide students with information about a variety of career clusters and vocational fields. By visiting the Job and Career Center, attending Personal Growth classes, and meeting with counselors, students have the opportunity to explore relationships between career choice, decision-making procedures, and personal values. Ongoing participation in Personal Growth classes allows students the opportunity to gain insight into past and present performance while providing a supportive atmosphere for self-exploration.

Personal Concerns

Trained professionals are available for personal counseling. Through a self-help holistic approach, counselors will help students explore immediate alternatives for crisis situations or assist in the decision-making to provide for maximum student success while in attendance at Oxnard College. When further assistance is necessary, counselors can provide students with referral services for personal and social problems. Personal Counselors are available through the Health Office (986-5832).

Educational Assistance Center (EAC) (formerly DSP&S)

The Educational Assistance Center (EAC) offers support services to insure inclusion, integration and full participation of people with disabilities. The Educational Assistance Center works to meet both federal and state accessibility requirements required by law related to persons with disabilities.

The purpose of the Educational Assistance Center is to provide mandated support services and accommodations to qualified students with verified disabilities. EAC promotes the educational and vocational potential of students with mobility, visual, hearing, speech, learning, acquired brain injuries, developmental, and/or other disabilities.

Our office promotes student success by offering the following services: early registration, tutoring referrals, note takers, interpreters for deaf students and computer classes designed to meet the needs of our students. Word processing and computer-assisted instruction are also available in our High Tech Center. Specific adaptive equipment includes screen readers, enlarged print, speech synthesizers, keyboard adaptations, optical character recognition and voice-activated computers. We offer classes in basic reading, spelling, math, vocabulary development, improving written language skills, and memory strategies.

The Educational Assistance Center offers counseling to accommodate specific needs of our students including: academic advisement, personal counseling, career counseling, university transfer assistance and job placement through the WorkAbility III Program.

POLICY & PROCEDURES

Utilizing academic adjustments and accommodations provided by the Educational Assistance Center (EAC) program & services is strictly voluntary and no student may be denied necessary accommodations because he/she chooses not to use the EAC program. Students must provide professional documentation of their disability to their general college counselor or classroom instructor who shall arrange for the accommodation.

Procedures: (To be retained in the EAC, Health Office and the Dean of Student Services office for reference.)

Students with a disability who choose not to register with the EAC but require an academic adjustment or accommodation may request the needed service from a general counselor or an instructor.

- 1. Student identifies him/herself to the general counselor or instructor as a student with a disability who does not want to be associated with the EAC.*
- 2. Student requests the accommodation(s) needed.*
- 3. Student must supply professionally generated written documentation of disability to contact person that should then be forwarded to the college health center.*
- 4. Instructor or counselor may consult with the EAC Coordinator or special needs counselor for assistance or advice regarding accommodation(s) requested.*
- 5. If the accommodation requires funding, please contact the Dean of Student Services.*

Extended Opportunity Programs and Services (EOPS)

EOPS was established in 1969 with the intent to encourage local community colleges to establish and implement programs directed at identifying low income and educationally disadvantaged students and increasing these numbers of students to be served by the colleges. At Oxnard College the EOPS Program is designed to give EOPS eligible students the opportunity and assistance necessary to successfully complete their academic transfer and/or vocational program. EOPS supplements the regular educational programs and encourages students to participate in other college programs and to maximize usage of their services. EOPS support services assist students in overcoming the many obstacles that a new environment, new school or a new setting can present.

Cooperative Agencies Resources for Education (CARE) is a cooperative effort under the umbrella of EOPS involving the State Employment Development Department, State Department of Social Services, local county welfare departments and the Chancellor's Office of the California Community Colleges. It is a special outreach and support effort targeted specifically to welfare recipients.

How can one qualify for the EOPS/CARE program and services?

- Eligible for Board of Governor Fee Waiver: A or B
- Full-time (**12 units**)

- California resident
- Less than 70 units of degree applicable credit
- Educationally disadvantaged
- To qualify for **CARE**, students must have a child under the age of fourteen (14) that is receiving cash aid.

Programs under the umbrella of EOPS:

- All CARE students are EOPS. CARE is Cooperative Agencies Resources for Education (CARE). The program provides services to EOPS eligible, single heads of households, with one child under the age of 14 that is receiving cash aid. CalWORKs students that meet CARE criteria may also be eligible for services.
- **Teen Parent** is funded with a special grant with the City of Oxnard. It is a collaborative effort that provides specialized services for teen parent students that are residents of La Colonia, Pleasant Valley Village, Squires, and other City of Oxnard Public Housing Developments.

EOPS/CARE Services provided:

COUNSELING

- Academic/Personal counseling: Individual or Group
- Vocational decision making/Career Guidance
- CalWORKs Information
- Educational Plan development
- Transfer/Transitional services
- Time Management
- Assistance with the financial aid process

FINANCIAL ASSISTANCE* in the form of EOPS and/or CARE grants are offered to eligible students with financial need as determined by Title V guidelines.

WORKSHOPS are offered that facilitate student progress and academic achievement. Special emphasis is placed on career guidance and academic success.

PRE-REGISTRATION is offered each semester prior to regular registration. This enables the EOPS student to register early, and secure needed classes before campus-wide enrollment.

BOOK SERVICE* is provided to EOPS eligible students and this assists with the cost of books.

Tutoring, Peer Advisement, College Success Class: EOPS-PG R100A, EOPS/CARE Orientations and Survival Kits are additional services provided to assist students in achieving their educational goals.

CARE provides additional services*: gas cards, books, ASG cards and meal coupons.

****Does not cover the full cost of books. Grants, books and any monetary service are dependent on available funds.***

FOR INFORMATION and appointments

CALL 986-5827

EOPS/CARE office

located in the Community Student Services Center (CSSC) - Room 124-125

ESPIGA (Bilingual Program)

Suspended for Academic Year, 2006-2007.

Financial Aid

Oxnard College is committed to providing financial assistance to qualified students who cannot afford to pay their educational expenses without help. Financial aid at Oxnard College provides more than 46% of our students with some form of financial assistance.

Oxnard College participates in a variety of Federal and State financial aid programs designed to assist undergraduate students in meeting college costs. Grants are funds that do not have to be repaid and are usually based on need. Students must meet Federal/State eligibility criteria to qualify.

Federal Pell Grant: The Pell Grant program is an entitlement program that is based on financial eligibility and enrollment. Grants range from \$200 - \$4,050 per academic year.

Federal Supplemental Educational Opportunity Grant (FSEOG): FSEOG is a grant available to students who qualify for a Pell Grant. FSEOG is a campus-based program (limited funds). Awards are contingent on availability of funds and awarded to students with the greatest financial need. Grants range from \$100 - \$800 per academic year.

Federal Work Study (FWS): FWS is a self-help program that provides part-time employment (generally on campus) to undergraduate and graduate students. FWS is a campus-based program. Awards are based on need and contingent on availability of funds. Grants range from \$500 - \$3,000 per academic year.

State Cal Grants: California State grant programs for undergraduate students. The recent expansion of the Cal Grant Program now includes Cal Grant A and B Entitlement, Cal Grant A and B Competitive, California Community College Transfer Entitlement, Cal Grant C, and Cal Grant T. Students must be a California resident attending an eligible educational institution in California. Grants range from \$150 - \$1551 per academic year.

New Cal Grant Programs

Beginning with the 2000-2001 graduating class, every high school senior who meets the academic requirements (3.0 GPA for Cal Grant A; 2.0 GPA for Cal Grant B), falls within established income and asset ceilings, and applies on time will receive a Cal Grant A or B Entitlement award. Every community college student who meets the admissions requirements for California State University, is under 24 years old, meets other program requirements and applies on time will receive a California Community College Transfer Entitlement award. Cal Grant T is only for students planning to attend a teaching credential program and includes a teaching service requirement.

Cal Grant A: Cal Grant A awards help middle and low-income students with tuition and fees at a four-year college. Students that receive a Cal Grant A but choose to attend a community college first can reserve their award for up to two years until they transfer.

Cal Grant B: Cal Grant B provides a living allowance (and sometimes tuition/fee assistance) for very low-income students. Awards at the community college are limited to assisting with living expenses, books, supplies, and transportation.

Cal Grant C: Cal Grant C is awarded to students enrolled in career education programs (Certificate of Achievements/AS Degrees) and have no plans to transfer. The award is to cover books, tools and equipment.

Cal Grant T: Cal Grant T awards cover one year of tuition and fees for a program of professional teacher preparation. Recipients must teach at a low-performing school for one year for each \$2,000 in grant money they receive for up to four years.

Community College Transfer Entitlement Grant: Every community college student who meets the admissions requirements for an accredited four-year institution, is under 24 years old and meets other program requirements will receive a Cal Grant A or B to attend a four-year college. This becomes active for the 2002-2003 academic year.

NOTE: New Federal regulations effective October 2000.

Students who receive Title IV funds and subsequently withdraw from ALL of their classes prior to the 60% point in the semester be required to repay all or a portion of unearned funds received. The college may also be required to repay a percentage of the assessed enrollment/tuition fees. This new regulation stresses the importance of posting an official withdrawal date by the student or the college.

Alternative Loans

Many banks offer alternative loans for students who do not qualify for federal aid and need additional funding to meet college costs. They generally use credit information to determine eligibility. A co-signer may also be required.

New Federal Regulations on Withdrawal

New Federal regulations require that students stay enrolled or face a repayment of financial aid received.

Students who withdraw from all classes prior to completing more than 60% of the semester will have their financial aid recalculated based on the percentage of the semester completed, and will be required to repay any unearned financial aid they received.

Scholarships

The current Oxnard College Scholarship Program consists of scholarships which are funded through private donors, community organizations, and national foundations. Eligibility is generally based upon the applicant's ability to meet scholastic and other criteria set by award donors; however, financial need may be evaluated for consideration.

Library/Learning Resources Center

This complex houses the College Library, Learning Center, Academic Skills Lab & Open Access Lab, Media Center, Math Center, Tutorial Center & Writing Center. These services are located in the northern wing of the LRC Building on the first floor and mezzanine level.

Library

<http://www.oxnardcollege.edu/library/index.asp>

The Oxnard College Library supports the curriculum by providing a collection of 34,000 books, 87 hard-copy periodicals and online databases to meet the diverse information needs of students, faculty, staff, and the community. The online databases available to the Oxnard College community are Biography Resource Center, CQ Researcher, Health & Wellness, FACTS.com and ProQuest. Off-site access to our electronic collection is available to currently registered students, faculty, and staff. To access the databases from **home**:

1. Point Browser to <http://www.oxnardcollege.edu/library/index.asp>
2. Click on "Online Databases" (from **Library** only).
3. Click on "Oxnard College Library Remote Access Login" (instructions for **off-site** access).

4. Enter your social security number or student I.D. number and PIN as directed (instructions for **off-site** access).
5. Select database from "Oxnard College Library On-Line Resources" list.

The staff reserves the right to set priority for academic research. The Learning Center located on the library mezzanine provides an Open Access Computer Laboratory. Inquire at the Circulation Desk for lending policies, library cards, reserve books, and questions of a general nature. The loan period for circulating materials is three weeks. Reserve materials may be requested by course number at the Circulation Desk. Inquire at the Reference Desk for book information, reference questions, assistance with class assignments or placing interlibrary loans. Other services available in the library are library tours and orientations. Printing and copying services are also available. Professional librarians and staff are on duty both day and evening to assist you. Students are encouraged to make optimum use of the Library and its resources.

You may direct questions to the Library staff, by calling (805) 986-5820/5819 or 986-5800 ext. 1971.

Learning Center

The Learning Center at Oxnard College is located on the mezzanine level of the Library and Learning Resources Building (LRC). Through a variety of programmed learning materials, covering many disciplines, the Learning Center provides a broad range of services to supplement classroom instruction across the curriculum and encourage individualized independent study. A variety of services are available for students, faculty, staff and members of the community.

Credit individualized instructional modules are available in reading (for speed and comprehension), writing, spelling, vocabulary, note-taking, library resources, study skills, essay and objective test taking, grammar and punctuation brush-up and research paper writing. Courses offer students the opportunity to learn at their own pace. Multi-media and self-instructional materials are also available to supplement classroom instruction or for independent study.

Instructors are scheduled to assist students in skill areas and other disciplines throughout the day and evening. Tele-course video series are available for student viewing.

Computers are available for web star access, word processing, accessing on-line assignments and/or on-line academic research. Printing is available for 10 cents per page. Print Cards are available for purchase in the back of the Library.

Orientations and/or tours are provided and encouraged by appointment. Make-up test-taking services are available. Call the Learning Center for operational hours during the semester. Summer hours may vary. The Learning Center is closed weekends and all academic holidays. The LC @ OC has a staff eager to provide your academic resource needs. You may direct questions to the Learning Center staff, by calling (805) 986-5800 ext. 1974 or (805) 986-5839.

Tutorial Services

The Oxnard College Tutorial Center, located on the mezzanine level of the college Library in the Learning Resources Building, provides free tutoring services to all enrolled students who want to strengthen their academic ability and skills. Tutoring is offered by college students on a drop-in basis through one of the two main centers. The Writing Skills Center to assist with writing/research projects across the curriculum at any stage of the writing process, and the Math Skills Center to assist in science courses, and from basic math to Calculus.

Tutors have outstanding academic records and are selected on the basis on their performance in the subject they tutor, communications skills, and their ability to relate to other students in a positive supportive manner.

The mission of the Oxnard College Tutorial Center is to assist students to become independent learners through the use of study skills and strategies that will help them succeed in classes across the curriculum. These services provided by the Tutorial Center are not intended to take the place of direct instruction given by the instructors, but are designed to enhance studying and learning habits for students.

Stop by the Tutorial Center or call us for more information at 986-5846. Our friendly staff will be glad to assist you.

Puente Project

Suspended for Academic Year, 2006-2007.

Re-Entry Center

The Re-Entry Center provides academic, career, and personal counseling on an individual or group basis, workshops, lectures, films, and child-care information. The primary focus is to provide support for individuals returning to school after a break in their education.

The Center provides a comfortable and confidential atmosphere; it is staffed by professionally-trained counselors and interns from local colleges ready to help students deal with personal as well as academic and vocational issues. Men and women are encouraged to use the Center as a resource for referrals, career options, and personal enrichment. There is also a staff of student and community volunteers to assist you in staying in school.

Student Health Center

The Health Fee that you are **required** to pay when you register entitles you to **ALL** health programs at the Student Health Center. It also provides **accident insurance coverage** while you are on campus if you are an enrolled student.

General Health Services:

- Immunizations - Tetanus*, Measles, Mumps, Rubella, *Hepatitis A & *Hepatitis B
- TB Tests*
- Emergency care for cuts, burns, etc.
- Tests: Pregnancy*, Cholesterol*, Diabetes*, etc.
- Evaluation by Family Practice Physician
- Blood Pressure, vision, and hearing screening

Specialty Services:

- Dermatologist (acne, moles, etc.)
- Women's Health (family planning, STD treatment, etc.)
- Personal Counseling. An appointment can be arranged for students who have personal concerns which are interfering with achieving academic goals.

The schedule for professional care varies each semester and includes some evening hours. Please consult the Student Health Center brochure for designated times. **For prompt attention an appointment is suggested.**

*Additional fee required.

Student Organizations and Activities

The Associated Students

The ASOC (Associated Students of Oxnard College) was established in 1975 when the college opened. This association carries major responsibility for student government, campus clubs, and organizations.

The aims of the association are in close harmony with the objectives of the college, including opportunities for personal development, group cooperation, leadership development and enrichment of college life.

Holding an ASOC office is an important and demanding job, but it is also rewarding.

Elections are held twice a year, once in the fall and once in the spring. Terms of office are for the full academic year. To run for office, a student may obtain the required candidate's form from the ASOC President. To be eligible for an office, a student must be carrying a 2.5 GPA or better and maintain this average while in office. A minimum of five units is required to run for senator and the public relations officer, while a minimum of six units is required to run for president, vice president, secretary or treasurer. All students are eligible and encouraged to vote in these elections.

All students are encouraged to participate in activities of their choosing, such as student government, music, athletics, and club activities.

Student Activities

Activities provided include student government, campus clubs and organizations, club fairs, leadership and personal growth workshops, and entertainment.

New and continuing students are encouraged to participate in one or more of the activities. Existing clubs are always looking for new ideas to increase their membership.

An additional service provided is a housing information exchange with cards posted with information provided by individuals looking for and providing housing.

Athletics

Oxnard College's Condors compete in the 13-member Western State Conference. The college fields men's teams in soccer, basketball, track, cross country, and baseball; women's teams compete in basketball, soccer, volleyball, track, and cross country.

Student athletes must be enrolled in and actively attending 12 or more units of classes during the season of sport and must maintain at least a 2.0 GPA. They must complete a total of 24 or more units prior to the start of the semester of the second season of participation. Nine of the 12 and 18 of the 24 course units required to be eligible for participation in athletic activities "shall be attempted in courses counting toward graduation, remediation, transfer, and/or certification as defined by the college catalog and is consistent with the student athlete's educational plan." All student athletes are required to sign an academic contract stipulating classes to be taken while attending Oxnard College.

Student Information Transfer Center

The Oxnard College Student Information Transfer Center in collaboration with our PASS student mentor program, is available to provide the necessary support services to promote educational and vocational success. Services provided consist of assistance with Admissions & Records, Matriculation, Financial Aid, academic counseling information, EAC, EOPS.

Transfer Center

The Transfer Center will provide transfer advice to public and private institutions of higher education. College catalogs, the computerized ASSIST Program for academic information along with the Transfer Center counselor can assist students in developing an educational plan.

Discuss your transfer opportunities with a university representative. Advisors from various public and private institutions are on the campus every semester to meet with individual students to evaluate transcripts, conduct workshops on transfer procedures, and give assistance and follow-up services on the admission application.

Obtain information on Transfer Admission Guarantees. Learn about the Transfer Admission Agreements and Transfer Admission Guarantees (TAAs and TAGs) that Oxnard College has to give students priority in gaining admission to colleges and specific majors. Oxnard currently has agreements with UC Santa Barbara, UC Santa Cruz, UC Riverside, CSU Northridge, CSU Channel Islands and California Lutheran University.

Veterans' Services

The Veterans' Readjustment Act of 1966 (PL 89-358) provides educational assistance for veterans who served on active duty for a period of more than 180 days.

The monthly basic educational assistance allowance for training may be paid on a full-time (12 units), three quarter-time (9 units), or half-time (6 units) basis. Veterans may also qualify for financial aid.

All veterans receiving Veteran's Educational Benefits are required to (1) have submitted to the Admissions & Records Office official academic transcripts from each college previously attended, and (2) complete a Veteran's Service Form (VSF) with a college counselor. Courses will **NOT** be certified for VA benefits until this is completed. Only courses which meet requirements for the major and degree objective indicated on the VSF will be certified for payment. If the educational objective is changed, the student **must** complete a new VSF.

Veterans must request enrollment certification each semester if they want to continue to receive benefits.

In addition to the academic probation and dismissal standards applicable to all students, the Veterans' Administration requires that standards of progress be adopted for Certification of Educational Benefits. The Admissions & Records Office will notify the VA that satisfactory progress is not being made and will **not** certify educational benefits eligibility if the veteran has been dismissed due to academic or progress probation regulations.

There are procedures where credit may be gained through cooperating institutions that can be accepted by the college for other military experiences.

Under existing Veterans' Administration regulations, a student repeating a course is not eligible for veterans' benefits in most cases. Veterans should, therefore, check with the Veterans' Assistant in the Admissions & Records Office before repeating a course.

Support Services Directory

Student Support Services	Hours	Contact Person	Telephone	Bldg.
General Information College Website: www.oxnardcollege.edu			986-5800	
Admissions & Records (Registration, Grade Changes, Credit/No Credit, Problems, Transcripts, Veterans Affairs)	M – 8-7; T – 8-5; WTh – 10-7; F – 8-noon	Susan Cabral	986-5810	LRC
Bookstore	M-Th – 7:30-7:30; F – 7:30-2	Gina Brenner	986-5826	OE
Campus Safety (accidents, parking, escorts, crimes)	Open 24-Hours	Campus Police	986-5805	SS
Careers/Job Placement (Career Center, research materials, job placement services)	M-F – 8-5	Reggie Talili	986-5838	CSSC
Child Development Center (Offers developmental infant, toddler, and preschool programs, ages 24 months through 5 years)	M-F – 7:30-4	Kim Karkos	986-5801	CC
Educational Talent Search	M-Th – 8:30-4:30	Dennis Marletti	986-5978	CSSC
Federal Work Study		Linda Faasua	986-5828	LRC
Financial Aid (Grants and Federal Work-Study)	MW – 8-6:30; T - 10-6:30; Th - 8-4:30; F – 8-12 at A&R window	Linda Faasua	986-5828	LRC
International Students' Program	For appointments call M-Th 1-3	Susan Cabral	986-5859	LRC
Student Business Office	M-Th – 10-7; F – closed	Masi Lashkari	986-5811	OE
Student Information Transfer Center (Admissions & Records, Matriculation, Financial Aid, and Academic Counseling Information)	MWTh – 10-7; TF – 8-5	Staff	986-5837 986-5816	LRC

Support Services Directory (Cont.)

<i>Counseling/Careers/ Health Services</i>	<i>Hours</i>	<i>Contact Person</i>	<i>Telephone</i>	<i>Bldg.</i>
CARE Program (Educational resources for single parents)	M-Th – 8-7; F – 8-5	Ana Maria Valle	986-5827	CSSC
College CalWORKs (College support services for CalWORKS students)	M-F – 8-5	Staff	986-5887	CSSC
Counseling (Academic, Personal, Career and Personal Assessment, Graduation Requirements)	MW – 8-7; T – 8-5; Th – 10-7; F – 8-noon	Interim Dean Leo Orange	986-5816	LRC
Dental Hygiene Clinic	Appointments	Staff	986-5823	DHC
EOPS (Extended Opportunity Programs and Services)	M-Th – 8-7; F – 8-5	Ana Maria Valle	986-5827	CSSC
Health Center (General Health, Specialty Services)	MW – 1-7; TTh – 9-3; F – closed	Mary Jones	986-5832	SS
Re-Entry Center	TWTh – 10-3	Teresa Elenes	986-5833	CSSC
Scholarships	M-F – 8-4:30	Conni Bittinger	986-5847	LRC
<i>Learning Support Services</i>	<i>Hours</i>	<i>Contact Person</i>	<i>Telephone</i>	<i>Bldg.</i>
Assessment/Orientation (Matriculation)	MW – 8-7; TTh – 8-5; F – 8-noon	Staff	986-5864	LRC
Deaf Student Services	M-F – 8:30-5:30	Ila Sachs	488-8022 (TTY) or 986-5830	SS
Disability Services/Educational Assistance Center	M-F – 8-5	Orlene Bowers	986-5830	SS
Learning Center	M-Th – 8-9; F – 8-5	Sandra Allen	986-5839	LRC
Library (Library usage, reference and research; closed weekends and all academic holidays)	M-Th – 8-9; F – 8-5	Tina Sasaki Ray Acosta Colleen Wilson Tom Stough	986-5818-Admin. 986-5819-Circulation 986-5820 - Reference	LRC
Media Center	M-F – 8-5	Sherry Williams	986-5845	LRC
Tutorial Center	M-F – 8-5	Jose Cornelio	986-5846	LRC