



## STUDENT SERVICES HUB

Located on the 4<sup>th</sup> Floor of Caldwell Hall

*Updated information on scheduling and accessing services for Fall 2020.*

*Some staff will have on-campus office hours; however, it is strongly recommended to call or email first for an appointment. Virtual/video appointments are also available.*

*All staff and students are required to wear a mask and practice social distancing while visiting the Student Services Hub on the Godfrey Campus.*

**Alice Bunjan, Perkins & Transfer Transition and Recruitment Coordinator** - Caldwell Hall 4327, (618) 468-2730, [abunjan@lc.edu](mailto:abunjan@lc.edu)

Transitional services include providing the student with valuable information on college and community-based resources regarding academic, financial, and/or life assistance. This is the first step in applying for Perkins Student Support Services and receiving valuable information for several other available resources for students who qualify.

WIOA – Workforce Innovation and Opportunity Act funding for low-income, laid off and dislocated workers; by County: Madison, Bond, Jersey, Calhoun:

[https://www.co.madison.il.us/departments/employment\\_and\\_training/skills\\_training.php](https://www.co.madison.il.us/departments/employment_and_training/skills_training.php)

Macoupin, Greene, Montgomery, Christian, Scott: <http://www.west-central.org/>

- Phone, virtual and in-person appointments are available for transition screenings and WIOA appointments and orientation.

**Jane Fleming, Perkins Project Manager/Perkins Student Support Project** - Caldwell 4333, (618) 468-4020, [jfleming@lc.edu](mailto:jfleming@lc.edu), Please call or email for information regarding office hours and for appointments.

Perkins eligibility assessments are available by phone, virtually, and in-person (appointment required). Career program students (majors) may receive the loan of required career-specific textbooks or the provision of some required career-specific supplies/materials; a student's major determines the service provided.

- While the campus is open, students will arrange to pick up items in Caldwell 4333; if campus should need to limit access to offices, curbside pick-up will be arranged.
- [https://www.lc.edu/Perkins\\_Student\\_Support\\_Project/](https://www.lc.edu/Perkins_Student_Support_Project/)

**Tandra Taylor, Diversity and Inclusion Coordinator** – Caldwell Hall 4329, (618) 468-6030, [tantaylor@lc.edu](mailto:tantaylor@lc.edu), general office hours: Monday through Friday, 8:15 a.m. - 4:15 p.m.

The Office of Diversity & Inclusion seeks to support historically underrepresented students and encourage the appreciation of the diverse perspectives, experiences and cultures that comprise the college's students, faculty, staff and community.

- Please call or email to make an appointment.

**Veterans Resource Center** - Caldwell Hall 4335, (618) 468-5500, [tdlane@lc.edu](mailto:tdlane@lc.edu), open 8 a.m. – 4:30 p.m. on days the college is open.

The VRC provides academic workspace and resources to the college's veteran and military students and their families (the office of Terry Lane, Director of Career and Veterans Services, remains in Baldwin Hall 2418, (618) 468-5500, [tdlane@lc.edu](mailto:tdlane@lc.edu)).

- Call or email to set up an appointment if you have questions about benefits based on your military service.



**Career Resource Center, Terri DeWerff, Career Resources Specialist**, Caldwell Hall 4337, (618) 468-5503, [tdewerff@lc.edu](mailto:tdewerff@lc.edu), open 8 a.m. – 4:30 p.m. on days the college is open. Call or email to set up an appointment.

- The CRC provides career/job/workplace information and access to local and national job postings. In addition, we assist students and graduates with job-seeking skills such as resume writing and interviewing skills and provide career exploration assessments using Myers Briggs and STRONG.

**Student Success Center's Psychology Study Center** - Caldwell Hall 4300, (618)468-4136, [aqluster@lc.edu](mailto:aqluster@lc.edu)  
Academic assistance in Psychology and other social sciences. Virtual and in-person appointments are available.

- All of the Student Success labs will be virtual for the fall. Please visit [www.lc.edu/ssc](http://www.lc.edu/ssc) to schedule an appointment or visit during a virtual drop-in hours.