Counseling & Student Development (C&SD) Division Meeting
CCCMLPX #419
February 9, 2009
1:00pm – 3:00pm

AGENDA

1. Welcome

2. Brief Presentations
   a. Distance Education Plan—Jeanne Miller
   b. Student Learning Outcomes (SLOs)—Ben Izadi
   c. Health Science Division—Dr. John Sciaccia and Elizabeth Pacheco

3. Announcements

4. Approval of December Minutes

5. Budget

6. FTES

7. Family Educational Rights and Privacy Act (FERPA) Handout

8. Summer Session 2009—June 22, 2009

9. Emergency Drill Suggestions

10. Summer Bridge Pilot Program

11. Senior Day

12. Area Updates
   a. Academic Senate.......................................................Deborah Michelle
   b. Administrative Assistants.................................Lela Beck, Margaret Cortez, Aggie Martinez, Pat Naylor
   c. Articulation..........................................................Stacey Howard
   d. Career Center......................................................Deann Burch
   e. Counseling/Deans Advisory Council...............................Deidre Porter
   f. Curriculum..........................................................Kelly Carter
   g. Disabled Students Program and Services.............................Kim Bartlett
   h. International Students Program....................................Yongmi Han
   i. Matriculation.......................................................Kris Nelson
   j. Student Learning Outcomes.......................................Renay Laguana
   k. Transfer Center....................................................Penny Gabourie

13. Other
   a. EOPS Update—Doreen Villasenor

14. Upcoming Events

15. Adjournment

16. Next Meeting: March 9, 2009 @ 1:00pm
Counseling & Student Development (C&SD) Division Meeting  
Monday, September 15, 2008  
1:00 pm – 3:00 pm  
CC Complex #419  

AGENDA  

1. Welcome Back  
2. Introductions & Announcements  
3. College Updates  
   a. Budget  
   b. Enrollment  
   c. Construction  
   d. Website  
4. Instructional & Student Services Program Review for Counseling  
5. Student Services Program Review & Technical Assistance Site Visits  
   a. Matriculation Plan Update  
   b. Include Faculty and AS in Mandatory Orientation  
   c. Summer Readiness Program for Specific Student Populations  
   d. Expand Effective Collaborations with Other Educational Institutions  
7. Emergency Protocol  
   a. Building/Floor Marshals  
   b. Procedures in the event of an Emergency  
8. Faculty and Staff ID  
9. Area Updates  
   a. Academic Senate ................................................................. Deborah Michelle  
   b. Administrative Assistant ..................................................... Lela Beck, Margaret Cortez, Aggie Martinez, Pat Naylor  
   c. Articulation ................................................................. Stacey Howard  
   d. Career Center ................................................................. Deann Burch  
   e. Counseling/Deans Advisory Council ......................................... Deidre Porter  
   f. Curriculum ................................................................. Kelly Carter  
   g. Disabled Students Program and Services ....................................... Kim Bartlett  
   h. International Students Program .............................................. Yongmi Han  
   i. Matriculation ................................................................. Kris Nelson  
   j. Student Learning Outcomes ................................................. Renay Laguana  
   k. Transfer Center ............................................................... Penny Gabouric  
10. Additional Items  
    a. EOPS Updates  
11. Next Meeting: October 13, 2008 @ 1:00pm  

Reminders:  
1. Open Enrollment Period: September 15 thru October 10  
Counseling & Student Development (C&SD) Division Meeting
CCCMLX #419
November 17, 2008
1:00pm – 3:00pm

AGENDA

1. Welcome
2. Announcements
3. Budget
4. Faculty Prioritization
5. Cohorts
6. Sunshine Club
7. Area Updates
   a. Academic Senate..........................................................Deborah Michelle
   b. Administrative Assistants..........................Lela Beck, Margaret Cortez, Aggie Martinez, Pat Naylor
   c. Articulation.............................................................Stacey Howard
   d. Career Center.........................................................Deann Burch
   e. Counseling/Deans Advisory Council................Deidre Porter
   f. Curriculum.............................................................Kelly Carter
   g. Disabled Students Program and Services............Kim Bartlett
   h. International Students Program.........................Yongmi Han
   i. Matriculation.........................................................Kris Nelson
   j. Student Learning Outcomes.............................Renay Laguana
   k. Transfer Center................................................Penny Gabourie
8. Other
9. Next Meeting: December 8, 2008 @ 1:00pm

Reminders:
1. Thanksgiving Holiday – Nov 26-27, 2008
Counseling & Student Development (C&SD) Division Meeting
CCCMLPX #419
December 8, 2008
1:00pm – 3:00pm

AGENDA

1. Welcome
2. Announcements
3. Budget
   a. Mid-Year Cuts ~$10 million
   b. Plan for Budget Reductions in 2009/2010
   c. Principles for Budget Reductions (handout)
   d. General Fund Budget Summary (handout)
   e. Current/Future Vacant Positions (handout)
   f. Carryover Funds (handout)
   g. Categorical Programs (handout)
   h. Special Programs (handout)
4. Brainstorming Ideas
5. Area Updates
   a. Academic Senate ......................................................Deborah Michelle
   b. Administrative Assistants ..........................Lela Beck, Margaret Cortez, Aggie Martinez, Pat Naylor
   c. Articulation .............................................................Stacey Howard
   d. Career Center ..........................................................Deann Burch
   e. Counseling/Deans Advisory Council ................................Deidre Porter
   f. Curriculum .............................................................Kelly Carter
   g. Disabled Students Program and Services .........................Kim Bartlett
   h. International Students Program ..................................Yongmi Han
   i. Matriculation .........................................................Kris Nelson
   j. Student Learning Outcomes ........................................Renay Laguana
   k. Transfer Center .......................................................Penny Gaboure
6. Other
7. Adjournment
8. Next Meeting: February 9, 2009 @ 1:00pm

Reminders:
1. Winter Holiday: Dec 24-Jan 1
Counseling & Student Development Division Meeting  
Monday, April 14, 2008  
CC Complex, Room #419  
1:00-3:00 pm  

AGENDA

1. Welcome & Announcements
2. Learning Communities
3. Approval of Meeting Minutes- March 10, 2008
4. Construction Update (2 handouts)
5. Principles for Budget Reductions
6. College Self-Assessment/Response for ARCC Report
7. Fall 2008 Class Schedule and Textbook Orders
8. Low Risk Activities
9. Graduation Attendance
10. Summer 2009 4/10 Hour Schedule
11. Senior Day
12. Basic Skills Initiative Action Plans
13. Cypress Chronicle Discussion
14. Area Updates:  
   Academic Senate- Deborah Michelle  
   Articulation- Stacey Howard  
   Career Center- Deann Burch  
   Curriculum- Kelly Carter  
   Counseling Department- Robert Grantham  
   DSPS- Kim Bartlett  
   International Students Program- Yongmi Han  
   Matriculation- Kris Nelson  
   SLO’s- Renay Laguana-Ferinac  
   Transfer Center- Penny Gabourie

15. Other Matters  
   • April 26th - Last Day to Drop Classes with a “W”  
   • April 14th - Campus RQ Deadline

16. Upcoming Events
   • What Smart Students Know Workshop, April 16, 2008, 2:30 – 3:30 pm, CCCPLX-414  
   • Senior Day, April 17, 2008, 8:00 am – 1:00 pm  
   • Parent Night, May 6, 2008, 5:00 – 8:00 pm, CCCPLX-216

17. Adjournment
Counseling & Student Development Division Meeting
Monday, December 10, 2007
CC Complex, Room #419
1:00-3:00 pm

AGENDA

1. Welcome
2. UTAP/Learning Communities
3. Approval of November 5, 2007 Meeting Minutes
4. Announcements
5. Facilities Request
6. Veteran’s Priority Registration
7. Construction Update
8. Mobile Computing Devices
9. Fall 2007 Class Schedule
10. Associated Students Presentations
11. Area Updates
   • Academic Senate- Deborah Michelle
   • Articulation- Stacey Howard
   • Career Center- Deann Burch
   • Curriculum- Kelly Carter
   • Counseling Department- Robert Grantham
   • Disabled Student Programs & Services- Kim Bartlett
   • International Students Program- Yongmi Han
   • Matriculation- Kris Nelson
   • Transfer Center- Penny Gabourie
12. Other Matters
13. Adjournment
AGENDA

1. Welcome
2. Approval of December 10, 2007 Meeting Minutes
3. Construction Update- April 15
4. Children on Campus
5. Enrollment- Spring 2008
6. Basic Skills
7. One Time Funding Requests
8. Principles for Budget Reductions
9. Ride Share
10. Conference Attendance
11. EOPS Updates
12. Area Updates
   - Academic Senate- Deborah Michelle
   - Articulation- Stacey Howard
   - Career Center- Deann Burch
   - Curriculum- Kelly Carter
   - Counseling Department- Robert Grantham
   - Disabled Student Programs & Services- Kim Bartlett
   - International Students Program- Yongmi Han
   - Matriculation- Kris Nelson
   - Student Learning Outcomes- Renay Laguna-Ferina
   - Transfer Center- Penny Gabourie
13. Other Matters
14. Adjournment
Counseling & Student Development Division Meeting
Monday, November 5, 2007
CC Complex, Room #419
1:00-3:00 pm

AGENDA

1. Welcome
2. UTAP/Learning Communities
   Michael Brydges
3. Internship Program
   Jane Jepson
4. Approval of October 8, 2007 Meeting Minutes
5. Announcements
6. Student Services Master Plan Update
7. New Student Cohort
8. Basic Skills Initiative
9. Textbook Orders
10. Area Updates
    • Academic Senate- Deborah Michelle
    • Articulation- Stacey Howard
    • Career Center- Deann Burch
    • Curriculum- Kelly Carter
    • Counseling Department- Robert Grantham
    • Disabled Student Programs & Services- Kim Bartlett
    • International Students Program- Yongmi Han
    • Matriculation- Kris Nelson
    • Transfer Center- Penny Gabourie
    • SLO’s Update- Renay Laguna-Ferinac
11. Other Matters
12. Adjournment
AGENDA

1. Welcome and Introductions
2. Graduate Crossing Presentation  Jane Gong
3. School of Continuing Education Presentation  Tom Parisi, Mary Foster & Dee Carter
4. Internship Program  Jane Jepson
5. Approval of September 10, 2007 Meeting Minutes
6. Student Learning Outcomes  Paul de Dios
7. Area Updates  Kim Bartlett
                       Yongmi Han
                       Kris Nelson
                       Robert Grantham
                       Penny Gabourie
                       Stacey Howard
                       Kelly Carter
                       Deborah Michelle
                       Deann Burch
8. Other Matters
9. Upcoming Events
   • Disability Awareness Month, October 2007
   • Study Habits & Skills Workshop, Thursday, October 11, 11:00 am-12:00 pm
   • High School Counselors Breakfast, Thursday, October 18, 7:30 am
   • Transfer Awareness Week, October 22-26
   • Transfer Day Fair, October 25, 10:00-1:00 pm
   • Time Management Techniques, October 25, 11:00 am-12:00 pm
10. Adjournment
AGENDA

1. Welcome
2. Approval of Counseling & Student Development Division Meeting Minutes
   
   • April 9, 2007 & May 9, 2007

3. Announcements
4. Philosophy/Expectations
5. Headcount/FTES
6. Replacement Positions
7. Emergency Contacts
8. Spring 2008 Class Schedule
9. Cultural Diversity
10. Sunshine Club
11. Area Updates

12. Other Matters
13. Upcoming Events & Workshops
   
   • Goal Setting & Decision Making Workshop, Thursday, September 27, 11:00 am-12:00 pm
   • Study Habits & Skills Workshop, Thursday, October 11, 11:00 am-12:00 pm
   • High School Counselors Breakfast, Thursday, October 18, 7:30 am

14. Adjournment