COUNSELING DEPARTMENT
Meeting Dates
Fall 2015

Large Group Meeting
Time: 2:10pm – 4:00pm
Room: North Lounge

Meeting dates are listed below

The following is a list of all the Counseling Department Meeting Dates. All of these meetings will be at the same assigned time and at the same location (North Lounge) unless instructed otherwise.

Thursday ✓ September 10, 2015
Thursday September 24, 2015
Thursday ✓ October 8, 2015
Thursday October 22, 2015
Thursday ✓ November 12, 2015
Thursday November 26, 2015 Thanksgiving-NO MEETING!
Thursday ✓ December 10, 2014

Distribution: Jane Godley, Johanna Stewart, Debbie Christensen, Celia Marquez, Leslie Tenney, Rosa Rivera-Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Tammie Attaway, Felicia Fierro, Leticia Palacios, Blanca Arteaga, Mari Garcia, Heather Ryan, Carla Velarde-Barros, Vania Parakati, Evan Gilstrap, Devon Carlson, Brooke Bodeing, Manny Melgarejo, Simone Reyes, Marcela Serrano, Claudia Valencia, Ozzy Zamora, Maryam Fard, Alex Zavala

cc: Grace Cardinali
Large Group Counseling Meeting
Thursday, September 10th, 2015
2:10pm – 4:00pm
Room: North Lounge

Meeting Facilitator:
Rosa Sharboneau

Agenda Adjustments:

Introductions:
DRC Workability Counselor – Steven Guitan

Guests:
Grad GURU – Demonstration (2:10-3:00 pm)
Student Services Council- Demonstration

Training:
Multiple Measures and Overrides – Leslie Tenney

Discussion/Action:
Counselor Sign-up – Alice Dufresne-Reyes
Hiring Process – Leslie Tenney
Scheduling Open Dialogue Time – Devon Carlson

Information/Updates:
Health 101 – Alice Dufresne-Reyes
Launch Path Internships - Devon Carlson
Academic Senate Updates – Leslie Tenney

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Heather Ryan, Carla Velarde-Barros, Tammie Attaway, Vania Parakati, Felicia Fierro, Devon Carlson, Brooke Boeding, Marcela Serrano, Simone Reyes, Ozzy Zamora, Maryam Fard, Alejandro Zavala

cc: K. Moberg
Counseling Department Meeting

Meeting Agenda
Thursday, October 8, 2015
2:10pm – 4:00pm Room: North Lounge

Meeting Facilitator: Rosa Sharboneau

Agenda Adjustments

Introductions:

Guests:  Debbie Klein – Professional Learning and Social Science Degrees (2:10)
         Elena Dachkova – Math 211 (2:40)
         Kelly Miller - EAB Navigate – web conference (3:15 PM)

Training:

Discussion/Action:
   Enrollment Management – Tenney
   Hollister Summer Counseling Services – Velarde-Barros
   ADT – Verification Process – Marquez
   AD Petition – Deadlines - All
   Navigate Teams – Onboarding, Academic, Advising, Communications

Information/Updates:
   3CSN – Tenney

Distribution:

cc:  K. Moberg, G. Cardinalli, M. Lopez
Large Group Counseling Meeting
Thursday, November 12, 2015
2:10pm – 4:00pm
Room: North Lounge

Meeting Facilitator:
Rosa Sharboneau

Agenda Adjustments:

Introductions:

Guests: Training from Nursing Department, 2:10 p.m.
Training from ESL Department, 2:45 p.m.

Training
Active Shooter – Alice Dufresne-Reyes/Jane Godley

Discussion/Action:
Workshops for Spring 2016
Dismissal Dates

Information/Updates:
New Registration Process for EOP&S – Mari Garcia

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Heather Ryan, Carla Velarde-Barros, Tammie Attaway, Vania Parakati, Felicia Fierro, Devon Carlson, Brooke Boeding, Marcela Serrano, Simone Reyes, Ozzy Zamora, Maryam Fard, Alejandro Zavala

cc: K. Moberg
Large Group Counseling Meeting  
Thursday, December 10, 2015  
2:10 PM – 4:00 PM  
Location: Off-Campus  

Meeting Facilitator:  R. Rivera Sharboneau  

Agenda Adjustments:  

Introductions:  

Guests:  

Training:  Forms: Pre-Requisite Override, Appeals, etc. – Tips  

Discussion/Action:  High/Lows of Term  
Spring Workshops Calendar  
Course SLO’s – GUID 200  
Process to Change Assigned Counselor – AD, VET, Counselor Gone  
Locked Ed Plan – Student Request to Change Counselor - Our Process?  
Probation Students – Forms/Process  

Information/Updates:  Christopher High School MM Pilot  
High School Meeting – Spring 2016  
Counseling Hires – Process  
PB 19 - Access  
CSUMB Nursing Pathway, J. Stewart  
Navigate  


cc: K. Moberg
COUNSELING DEPARTMENT
Spring 2016
Large Group Meetings
Time: 2:10pm – 4:00pm
Location: North Lounge

Meeting dates are listed below

All of these meetings will be at the same assigned time and at the same location (North Lounge) unless instructed otherwise. Please send your agenda items to the meeting facilitator no later than the Monday prior to the meeting date by noon.

<table>
<thead>
<tr>
<th>Meeting Facilitator</th>
<th>Meeting Date</th>
<th>Agenda Items Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alice Dufresne-Reyes</td>
<td>Thursday, February 11th</td>
<td>Monday, February 8th, 12 pm</td>
</tr>
<tr>
<td>Leslie Tenney</td>
<td>Thursday, February 25th</td>
<td>Monday, February 22nd, 12 pm</td>
</tr>
<tr>
<td>Johanna Stewart</td>
<td>Thursday, March 10th</td>
<td>Monday, March 7th, 12 pm</td>
</tr>
<tr>
<td>Blanca Arteaga</td>
<td>Thursday, March 24th</td>
<td>Monday, March 21st, 12 pm</td>
</tr>
<tr>
<td>Carla Velarde-Barros</td>
<td>Thursday, April 14th</td>
<td>Monday, April 11th, 12 pm</td>
</tr>
<tr>
<td>Debbie Christensen</td>
<td>Thursday, April 28th</td>
<td>Monday, April 25th, 12 pm</td>
</tr>
<tr>
<td>Celia Marquez (cancelled)</td>
<td>Thursday, May 12th</td>
<td>Monday, May 9th, 12 pm</td>
</tr>
<tr>
<td>Rosa Sharboneau</td>
<td>Thursday, May 26th</td>
<td>Monday, May 23rd, 12 pm</td>
</tr>
</tbody>
</table>

***March 24th meeting will be held in PB 19 rather than North Lounge***

Distribution: Jane Godley, Johanna Stewart, Debbie Christensen, Celia Marquez, Leslie Tenney, Rosa Rivera-Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Felicia Fierro, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Vania Parakati, Brooke Boeding, Simone Reyes, Marcela Serrano, Ozzy Zamora, Alex Zavala, Stephen Gaitan, Jessica Weiler, Adriana Garcia

cc: Grace Cardinalli
    Kathleen Moberg
Large Group Counseling Meeting
Thursday, February 11, 2016
2:10 PM – 4:00 PM
Location: North Lounge

Meeting Facilitator: Alice Dufresne-Reyes

Agenda Adjustments:

Introductions: Introduction of New Counselors: Debbie Christensen-General, Darlene Del Carmen-Athletics/General, Jessica Weiler-CTE/MESA, Adriana Garcia-Non-Credit

Review Current Assignments: Simone Reyes-Basic Skills, Ozzy Zamora-CalWORKS, Carla Velarde-Barros-General

Guests:

Training:

Discussion/Action: Student Health 101
Debrief Registration Activities (delta/plus)
Get Updated/New Signature from All Counselors

Information/Updates:

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Felicia Pierro, Brooke Boeding, Marcela Serrano, Simone Reyes, Ozzy Zamora, Alejandro Zavala, Stephen Gaitan, Adriana Garcia

cc: K. Moberg
    G. Cardinalli
Large Group Counseling Meeting  
Thursday, February 25, 2016  
2:10 PM – 4:00 PM  
Location: North Lounge

Meeting Facilitator:  L. Tenney

Agenda Adjustments:

Introductions:

Guests:  Russell Lee – Cabrillo Engineering Pathway: Physics Sequence

Training:  Evaluation Training Recap – J. Stewart et.al.

Discussion/Action:  College Hour? – B. Arteaga  
Academic Senate:  Updates to College’s Board and Administrative Policies;  
Accreditation Midterm Report – L. Tenney/B. Arteaga  
Liaison Duties – R. Sharboneau  
Probation 2: Planned Interventions – J. Stewart/L. Tenney  
Ed Plans: Next Steps When It’s Locked – R. Sharboneau  
Committee Participation: Who’s Doing What?–C. Velarde-Barros/R. Sharboneau

Information/Updates:

Distribution:  Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Vania Parakati, Felicia Fierro, Brooke Boeding, Marcela Serrano, Simone Reyes, Ozzy Zamora, Alejandro Zavala, Stephen Gaitan, Adriana Garcia, Jessica Weiler

cc:  K. Moberg  
R. Lee
Large Group Counseling Meeting
Thursday, March 10, 2016
2:10 PM – 4:00 PM
Location: North Lounge

Meeting Facilitator:  Johanna Stewart

Agenda Adjustments:

Introductions:

Guests  Jillian Wilson, Library, Tutor Expo Event, 2:40-3:00 pm

Training:
Debbie Amaro, Interim Director of Nursing, Allied Health Program Updates, 2:10-2:40 pm
Financial Aid: BOG Update, 3:30-4:00 pm – Veronica Martinez

Discussion/Action:  Progress Report Form Updates, 3:00- 3:15 pm – Carla Velarde-Barros

Information/Updates:  Sexual Awareness Month, 3:15-3:30 – Alice Defresne-Reyes
Puente Recruitment, 3:15-3:30 pm – Celia Marquez

Distribution:  Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Felicia Fierro, Brooke Boeding, Marcela Serrano, Simone Reyes, Ozzy Zamora, Alejandro Zavala, Stephen Gaitan, Adriana Garcia, Diana Gonzalez

cc:  K. Moberg
G. Cardinali
Large Group Counseling Meeting
Thursday, March 24, 2016
2:00 PM – 4:00 PM
Location: PB 19

Meeting Facilitator: Blanca Arteaga

Agenda Adjustments:

Introductions:

Guests: n/a
Training: n/a

Discussion/Action:
1. Updated progress report form, Carla Velarde-Barros (20 min)
   a. Do you prefer 4 or 5 class (rows) options
   b. Language options
   c. Which version do you prefer?
   d. Should each category (Attendance, Homework, Quizzes) have similar language or should it be different?
   e. Are counselors getting the information we need in order to have a productive conversation with the student?
   f. Is this tool meeting our needs?
2. Probation 2 Process, Johanna Stewart (15 min)
   a. Alert on SARS
      i. P2: Must see __________
   b. Encourage to meet with the same counselor
3. Update on Presidential Hiring Process, Leslie Tenney (5 min)
4. Grants update, Leslie Tenney (10 min)
   a. Counselors in future grants
5. Business office re-organization, Leslie Tenney (10 min)

Information/Updates:
1. Mental Health, Alice Dufresne-Reyes (5 min)

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Blanca Arteaga, Carla Velarde-Barros, Alejandro Zavala, Simone Reyes
Large Group Counseling Meeting
Thursday, April 14, 2016
2:10 PM – 4:00 PM
Location: North Lounge

Meeting Facilitator: Celia Marquez
Agenda Adjustments:

Introductions: Introduction of New Counselors: Debbie Christensen-General, Darlene Del Carmen-Athletics/General, Jessica Weiler-CTE/MESA, Adriana Garcia-Non-Credit
Review Current Assignments: Simone Reyes-Basic Skills, Ozzy Zamora-CalWORKS, Carla Velarde-Barros-General

Guests:

Training:

Discussion/Action: Student Health 101
Debrief Registration Activities (delta/plus)
Get Updated/New Signature from All Counselors

Information/Updates:

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Artega, Mari Garcia, Carla Velarde-Barros, Felicia Fierro, Brooke Boeding, Marcela Serrano, Simone Reyes, Ozzy Zamora, Alejandro Zavala, Stephen Galtan, Adriana Garcia, Venila Parakati, Jessica Weiler, Diana Gonzalez

cc: K. Moberg
G. Cardinali
Large Group Counseling Meeting
Thursday, April 28, 2016
2:10 PM – 4:00 PM
Location: North Lounge

Meeting Facilitator: Debbie Christensen

Agenda Adjustments:

Introductions:

Guests:

Training:

Discussion/Action: Abbreviated Ed Plan – A. Zavala

Information/Updates: Soft Launch of Brief Counseling – A. Defresne-Reyes
Fresh Success – O. Zamora
Multiple Measures Pilot: Christopher High – D. Christensen
Common Assessment – D. Christensen
Alternate Tests for Placement – D. Christensen
Student Center Roof – R. Sharboneau
Transfer Team Update – C. Marquez
Career Development Team Update – J. Godley/C. Barros
Signing Day Recap – C. Barros
Nursing Update – J. Weiler

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Felicia Fierro, Brooke Boeding, Marcela Serrano, Simone Reyes, Ozzy Zamora, Alejandro Zavala, Stephen Galtan, Adriana Garcia, Vanila Parakati, Jessica Weiler, Diana Gonzalez

cc: K. Moberg
G. Cardinali
Large Group Counseling Meeting
Thursday, May 26, 2016
2:10 PM – 4:00 PM
Location: Leslie’s Home

Meeting Facilitator: Rosa Sharboneau

Agenda Adjustments:

Introductions:

Guests:

Training:

Discussion/Action:
Workshops: Do we want them? If so, what themes, topics, dates, target population, etc.? – R. Sharboneau
Counseling Services: What are the indicators that inform us Counseling is making an impact? – R. Sharboneau
Crisis Counseling: Rotation Cycle – R. Sharboneau
Clicker Usage: What are the essentials for students to learn during Kick Start? – J. Godley

Information/Updates: GCFA Update – L. Tenney

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Felicia Fierro, Brooke Boeding, Marcela Serrano, Simone Reyes, Ozzy Zamora, Alejandro Zavala, Stephen Gaitan, Adriana Garcia, Vania Parakati, Jessica Weller, Diana Gonzalez

cc: K. Moberg
G. Cardinali
COUNSELING DEPARTMENT
Meeting Dates
Fall 2016
Large Group Meeting
Time: 2:10pm – 4:00pm
Room: North Lounge

Meeting dates are listed below

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<tr>
<td>Rosa Sharboneau</td>
<td>September 8, 2016</td>
<td>Tuesday, September 6, 2016</td>
</tr>
<tr>
<td>Mari Garcia/Celia Marquez</td>
<td>September 22, 2016</td>
<td>Monday, September 19, 2016</td>
</tr>
<tr>
<td>Vania Parakati/ Leslie Tenney</td>
<td>October 13, 2016</td>
<td>Monday, October 10, 2016</td>
</tr>
<tr>
<td>Leticia Palacios/Johanna Stewart</td>
<td>October 27, 2016</td>
<td>Monday, October 24, 2016</td>
</tr>
<tr>
<td>Jessica Weiler/ Blanca Arteaga</td>
<td>November 10, 2016</td>
<td>Monday, November 7, 2016</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Thanksgiving NO MEETING!</td>
</tr>
<tr>
<td>Marcela Serrano/ Carla V. Barros</td>
<td>December 8, 2016</td>
<td>Monday, December 5, 2016</td>
</tr>
</tbody>
</table>

Distribution: Jane Godley, Johanna Stewart, Debbie Christensen, Celia Marquez, Leslie Tenney, Rosa Rivera-Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Heather Ryan, Carla Velarde-Barros, Vania Parakati, Simone Reyes, Marcela Serrano, Ozzy Zamora, Alejandro Zavaleta, Stephen Gaitan, Adriana Garcia, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson

cc: Grace Cardinalli/Kathleen Moberg/Veronica Martinez
Large Group Counseling Meeting  
Thursday, September 8, 2016  
2:10 PM – 4:00 PM  
Location: North Lounge

Meeting Facilitator:  Rosa Sharboneau

Agenda Adjustments:

Introductions:  2:10  Welcome: Kathleen Moberg, VP of Student Services  
DRC Counselors: Dewitt Stuckey, Martha Johanson

3:30  Discovery - Mental Health Services: Dr. Randall Ramirez

Training:  2:15  KIN – Variable Units/Hours – Niki Dequin and D. Del Carmen

2:30  TAG Training – C. Marquez

Discussion/Action:  2:45  In-Person Workshops Fall – C. Marquez

Information/Updates:  
3:00  Relocation of Services – K. Moberg

3:10  Retention Office – Claudia Traver

3:15  Overview of Banner Updates/Academic Standing – C. Whitney

3:30  Discovery Mental Health Services – Referral Form – A. Dufresne-Reyes

Distribution:  Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Alejandro Zavala, Stephen Gaitan, Adriana Garcia, Vania Parakati, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson

cc:  K. Moberg
    G. Cardinalli
Large Group Counseling Meeting
Thursday, September 22, 2016
2:10 PM – 4:00 PM
Location: North Lounge

Meeting Facilitator: Rosa Sharboneau
Time Keeper: Dewitt Stuckey
Announcement: 2:10 Alejandro Zavala

Training: 2:15 SARS – Data Collection Reason Codes – D. Christensen

Discussion/Action: 2:30 AD Reinstatement Options- R. Rivera Sharboneau
- Transcript notation (RT)
- RT notation can use online system
- Approved courses on SFASRPO vs. Petition vs. Both
Summer Standings
- Include summer grades – current practice
- Exclude summer grades (+/-)
Standing Posted
- Every term or only last
Academic Renewal
- Impact on Academic Standing
- New grade re-calculate or keep standings static

Information/Updates: 3:15 Relocation of General Counseling– impact on services - R. Rivera Sharboneau
325 Updates - All

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Alejandro Zavala, Stephen Gaitan, Adriana Garcia, Vania Parakati, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson

cc: K. Moberg
G. Cardinali
Large Group Counseling Meeting
Thursday, October 27, 2016
2:10 PM – 4:00 PM
Location: PB 19

Meeting Facilitator: Leticia Palacios/Johanna Stewart

Guest:  
2:10    Acceleration in English Proposal – Jessica Hooper
2:30    Transfer Day, November 3rd Career Assessments - Jackie

Training/Activity:  
2:45, Leticia

Discussion/Action:  
1.  
3:00    Spring 2017 Counseling Workshops – Carla
3:15    Review revised dismissal petition (draft to follow) – Debbie

Information/Updates:  
3:35-4  Update on decision regarding alerts for AD and Veterans previously assigned to Alejandro Zavala - Darlene
        Senate AP/BP Updates – Leslie
        Update on “Canvas” - Mari
        Suspension of Walk-In Counseling - Rosa

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Vania Parakati, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson

cc: K. Moberg
    G. Cardinali
Large Group Counseling Meeting  
Thursday, November 10, 2016  
2:10 PM – 4:00 PM  
Location: PB 19

Meeting Facilitator: Jessica Weiler/Blanca Arteaga

Guest:  
2:45-2:55 Math Acceleration/Boot Camp – E. Dachkova

Training/Activity:  
2:15-2:45 Cranium Café: Web Demo – R. Sharboneau  
2:55-3:15 Online Process for Graduation – R. Sharboneau

Discussion/Action:  
3:15-3:25 Academic Senate Counseling Representative – B. Arteaga

Information/Updates:  
3:25-3:35 Discovery Collaborative Update – A. Dufresne Reyes  
3:35-3:45 CTE Update – J. Weiler  
3:45-4:00 Spring 2017 Workshops Update – C. Velarde-Barros

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson

cc: K. Moberg  
G. Cardinalli  
Elena Dachkova
Large Group Counseling Meeting  
Thursday, December 8, 2016  
2:10 PM – 4:00 PM  
Location: Leslie’s Home

Meeting Facilitator: Mari Garcia/Carla Velarde-Barros

Guest:

Training/Activity: Repeat Course Form – R. Sharboneau

Discussion/Action:  
Academic Affairs Surveys for Educational Master Plan – R. Sharboneau  
Review Fall 2016 Workshop Data – R. Sharboneau  
Sign-ups for Spring 2017 Workshops – R. Sharboneau

Information/Updates: Update on Online Kick Start Revisions – D. Christensen  
Welcome New Counselor

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson

cc: K. Moberg  
G. Cardinalli
### COUNSELING DEPARTMENT
#### Meeting Dates
Spring 2017

**Large Group Meeting**

Time: 2:10pm – 4:00pm
Room: PB 19

Meeting dates are listed below

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<td>Monday, February 6, 2017</td>
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<tr>
<td>Darlene Del Carmen/Jessica Weiler</td>
<td>February 23, 2017</td>
<td>Tuesday, February 21, 2017</td>
</tr>
<tr>
<td>Carla V. Barros/Stephen Gaitan</td>
<td>March 9, 2017</td>
<td>Monday, March 6, 2017</td>
</tr>
<tr>
<td>Celia Marquez/Jane Godley</td>
<td>April 13, 2017</td>
<td>Monday, April 10, 2017</td>
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<tr>
<td>Simone Reyes/Leticia Palacios</td>
<td>April 27, 2017</td>
<td>Monday, April 24, 2017</td>
</tr>
<tr>
<td>Mari Garcia/Marcela Serrano</td>
<td>May 11, 2017</td>
<td>Monday, May 8, 2017</td>
</tr>
<tr>
<td>Leslie Tenney MARTHAJOHANSON</td>
<td>May 25, 2017</td>
<td>Monday, May 22, 2017</td>
</tr>
</tbody>
</table>

**Distribution:** Blanca Arteaga, Debbie Christensen, Darlene Del Carmen, Alice Dufresne-Reyes, Mari Garcia, Stephen Gaitan, Jane Godley, Diana Gonzalez, Martha Johanson, Celia Marquez, Blanca Melchor, Jesus Olivas, Leticia Palacios, Rosa Rivera-Sharboneau, Simone Reyes, Heather Ryan, Marcela Serrano, Johanna Stewart, Dewitt Stuckey, Leslie Tenney, Carla Velarde-Barros, Jessica Weiler, Ozzy Zamora

**cc:** Grace Cardinalli/Kathleen Moberg/Veronica Martinez
Large Group Counseling Meeting
Thursday, February 9, 2017
2:10 PM – 4:00 PM
Location: PB 19

Meeting Facilitator: Rosa Sharboneau/DeWitt Stuckey

Guest/Introductions: All - Round Robin

Training/Activity:
3:30-4:00 Discovery Services – Randall Ramirez

Discussion/Action:
2:10-2:15 Nominations for Department Chair (two names submitted)
   Election Process - email
2:15-2:30 Academic Standings
   Winter
2:30-2:40 Educational Master Plan Consultant
   Facilities
   Vision
2:40-2:50 Unit Limitation
   Summer
   Winter
2:50-3:00 Registration Debrief
   Guide
3:00 – 3:15 Private Space for Counseling

Information/Updates:
3:15-3:20 VRC Alerts
3:20-3:30 Kick Start Pre/Post Test Data

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson, Vania Parakati, Blanca Melchor, Jesús Olivas

cc: K. Moberg
Large Group Counseling Meeting
Thursday, March 9, 2017
2:00 pm – 4:00 pm
Location: PB 19

Meeting Facilitator: Carla Velarde-Barros/Stephen Gaitan

Guest/Introductions:
2:10-2:30 Nursing- Projected Changes – D. Amaro

Discussion/Action:

Training/Activity:
2:30-2:45 TES Training – D. Christensen
2:45-3:00 Graduation Petitions: 2nd Degrees – L. Tenney

Information/Updates:
3:30-3:35 ADT Verification: Update on Process – C. Marquez
3:35-3:40 Update on Basic Skills – V. Parakati
3:40-3:45 Update on ASGC: Issues/Activities – B. Arteaga
3:45-3:50 Update on WTRM – J. Weiler
3:50-4:00 Signing Day – C. Velarde-Barros

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez , Dewitt Stuckey, Martha Johanson, Vania Parakati, Blanca Melchor, Jesús Olivas
Large Group Counseling Meeting
Thursday, March 23, 2017
2:00 pm – 4:00 pm
Location: PB 19

Meeting Facilitator: Ozzy Zamora/Diana Gonzalez

Guest/Introductions:
2:10-2:20 STEM Academy: MATH 242 vs MATH 240 – Marla Dresch
2:20-2:40 Workplace Learning Center: Water Career Pathways - Patricia Call

Discussion/Action:

Training/Activity:

Information/Updates:
2:40-2:55 April: Sexual Awareness Month – A. Dufresne-Reyes
May: Mental Health Awareness Month
2:55-3:10 Career Report Assessment – J. Godley
3:10-3:30 Update on Super Saturday – M. Jones
Update on Combined A&R/Financial Aid Meeting
Update Crisis Counseling List

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson, Vania Parakati, Blanca Melchor, Jesús Olivas

cc: K. Moberg
    P. Call
    C. Traver
    M. Dresch
Large Group Counseling Meeting
Thursday, April 13, 2017
2:00 pm – 4:00 pm
Location: PB 19

Meeting Facilitator: Celia Marquez/Jane Godley

Guest/Introductions:
2:10-2:30  Online Timesheet Training – A. Arteaga/L. Hagan
3:30-3:40  STEM Academy: MATH 242 vs MATH 240 – M. Dresch

Discussion/Action:
2:30-2:40  Excess Units Form – C. Velarde-Barros
2:40-2:50  Campus Civic Engagement – J. Stewart
2:50-3:00  Go2Orientation (New Option) – R. Sharboneau

Training/Activity:
3:00-3:20  Incident vs. Crisis Intervention vs. Campus Emergency – R. Sharboneau/A. Dufresne-Reyes

Information/Updates:
3:20-3:30  Update on Strengthening Partnership High School Meeting - C. Barros D. Christensen
3:40-3:50  DRC Charity Event – D. Stuckey
3:50-4:00  Update on Super Saturday – M. Jones

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez , Dewitt Stuckey, Martha Johanson, Vania Parakati, Blanca Melchor, Jesús Olivas

cc: K. Moberg
    M. Dresch
    A. Arteaga
    L. Hagan
Large Group Counseling Meeting
Thursday, April 27, 2017
2:10 pm – 4:00 pm
Location: PB 19

Meeting Facilitator: Simone Reyes/Leticia Palacios

Discussion/Action:
2:10-2:40 Go2Orientation – D. Christensen

Training/Activity:

Information/Updates:
2:40 – 2:50 Puente Recruitment – C. Marquez
2:50 – 3:00 Mentoring Project – L. Tenney
3:00 – 3:05 Basic Skills/Acceleration/Services – Update – V. Parakati
3:05 – 3:15 Multiple Measures Update—CHS Fall 17
  + Assessment Branching – D. Christensen
3:15 – 3:20 24/7 Crisis Text Line – A. Dufresne-Reyes
3:20 – 3:25 Art With Impact [May 4th 5pm to 7pm in Music Hall] –
  A. Dufresne-Reyes
3:25 – 3:30 Move update – L. Tenney
3:30 – 4:00 Program Updates

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa
Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia
Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano,
Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez,
Dewitt Stuckey, Martha Johanson, Vania Parakati, Blanca Melchor, Jesús Olivas

cc: K. Moberg
Large Group Counseling Meeting
Thursday, May 11, 2017
2:10 pm – 4:00 pm
Location: PB 19

Meeting Facilitator: Mari Garcia/Marcela Serrano

Discussion/Action:
2:40-3:00 Workshops: Fall 2017 – J. Stewart
3:00-3:10 Strengthening Partnership High School Debrief Meeting – C. Barros

Training/Activity:

Information/Updates:
2:10-2:25 Change of Major Form and 3SP – MIS
2:25–2:40 New Student Portlet - MIS
3:10-3:20 Discovery Services: Summer/Fall-Referral Improvement – R. Sharboneau
3:35-3:45 Summer Non-Credit Classes – B. Melchor

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson, Vania Parakati, Blanca Melchor, Jesús Olivas

cc: K. Moberg
Large Group Counseling Meeting
Thursday, May 25, 2017
2:10 pm – 4:00 pm
Location: PB 19

Meeting Facilitator: Leslie Tenney

Discussion/Action:
2:10-2:30 Change of Major Form and 3SP – Eric Green, MIS
2:30-3:00 EAB Testing System: Observations and Recommendations

Training/Activity:
3:00-3:10 Immersion – Elena Dachkova, Math

Information/Updates:

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson, Vania Parakati, Blanca Melchor, Jesús Olivas

cc: K. Moberg
    E. Green
    E. Dachkova
# COUNSELING DEPARTMENT

**Meeting Dates**  
*Fall 2017*

**Large Group Meeting**  
**Time:** 2:10pm – 4:00pm  
**Room:** North/South Lounge

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Meeting dates are listed below

<table>
<thead>
<tr>
<th>Meeting Facilitator</th>
<th>Meeting Date</th>
<th>Agenda Items Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Johanna Stewart</td>
<td>✓ September 14, 2017</td>
<td>Monday, September 11, 2017</td>
</tr>
<tr>
<td>Jessica Weiler</td>
<td>✓ September 28, 2017</td>
<td>Monday, September 25, 2017</td>
</tr>
<tr>
<td>Johanna Stewart</td>
<td>✓ October 12, 2017</td>
<td>Monday, October 9, 2017</td>
</tr>
<tr>
<td>Leslie Tenney</td>
<td>✓ October 26, 2017</td>
<td>Monday, October 23, 2017</td>
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<tr>
<td>Blanca Arteaga</td>
<td>✓ November 9, 2017</td>
<td>Monday, November 6, 2017</td>
</tr>
<tr>
<td>Ozzy Zamora</td>
<td>✓ November 30, 2017</td>
<td>Monday, November 27, 2017</td>
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<tr>
<td>(Cancelled)</td>
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<tr>
<td>Johanna Stewart</td>
<td>✓ December 14, 2017</td>
<td>Monday, December 11, 2017</td>
</tr>
</tbody>
</table>

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**Distribution:** Blanca Arteaga, Debbie Christensen, Darlene Del Carmen, Alice Dufresne-Reyes, Stephen Gaitan, Mari Garcia, Jane Godley, Diana Gonzalez, Celia Marquez, Blanca Melchor, Jesus Olivas, Leticia Palacios, Vania Parakati, Simone Reyes, Heather Ryan, Rosa Rivera-Sharboneau, Johanna Stewart, Dewitt Stuckey, Leslie Tenney, Carla Velarde-Barros, Jessica Weiler, Ozzy Zamora

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**cc:** Grace Cardinalli/Kathleen Moberg/Veronica Martinez
Large Group Counseling Meeting
Thursday, September 14, 2017
2:10 pm – 4:00 pm
Location: N/S Lounge

Meeting Facilitator: Johanna Stewart

Guests:
2:10-2:15 Introductions
2:15-2:35 Dr. Rose - Address Counselors
2:35-2:50 Debbie Amaro - Nursing Program Updates
3:15-3:30 Christina Salvin - Spring 2018 English 1A, 4 Units

Training/Activity:
2:50-3:05 SARS Reason Codes Review and How to Use “Contact” – J. Stewart

Information/Updates:
3:05-3:15 Review Discovery Counseling Process – A. Dufresne-Reyes
Health Faire – A. Dufresne-Reyes
3:30-3:40 UC TAGs September 1-30, Reviews due October 11th – C. Marquez
3:40-4:00 Program Updates: AEC – D. Stuckey
Athletics – D. Del Carmen
Basic Skills – V. Parakati
CalWorks – O. Zamora
CTE – J. Weiler
EOPS – M. Garcia
Foster Youth – S. Reyes
Non Credit – B. Melchor
Puente – C. Marquez
TRIO – E. Flores

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Diana Gonzalez, Dewitt Stuckey, Martha Johanson, Vania Parakati, Blanca Melchor, Jesús Olivas, Michael Cleary, Elizabeth Flores, Mariana Pereyra

cc: Dr. Rose
    K. Moberg
    D. Amaro
    C. Salvin
Large Group Counseling Meeting
Thursday, September 28, 2017
2:10 pm – 4:00 pm
Location: N/S Lounge

Meeting Facilitator: Jessica Weiler

Guests:
3:00-3:15 Elena Dachkova – Math

Training/Activity:
2:10-2:30 Training Opportunities – J. Stewart

Information/Updates:
2:40-3:00 Multiple Measures Placement Tool – R. Sharboneau
    Comprehensive Ed Plans – R. Sharboneau
3:15-3:25 Equity Update – C. Barros
3:25-3:40 CSU Conference Update

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa
    Rivera-Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen,
    Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano,
    Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Dewitt Stuckey, Vania
    Parakati, Blanca Melchor, Jesús Olivas, Michael Cleary, Elizabeth Flores, Mariana
    Pereyra

cc: K. Moberg
    G. Cardinali
    E. Dachkova
Large Group Counseling Meeting
Thursday, October 12, 2017
2:10 pm – 4:00 pm
Location: N/S Lounge

Meeting Facilitator: Mari Garcia

Guests:
2:10-2:20  Jacquelyn Richburg – Transfer Day 2017

Training/Activity:

Information/Updates:
2:20-2:35  Equity Update – C. Velarde-Barros
          Integrated Planning and Final Schedule
2:35-2:45  ASGC Update – B. Arteaga
2:45-2:55  CalWORKs Update – O. Zamora
2:55-3:15  Q&A Session

Distribution:  Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Rivera-Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Dewitt Stuckey, Vania Parakati, Blanca Melchor, Jesús Olivas, Michael Cleary, Elizabeth Flores, Mariana Pereyra

cc: K. Moberg
   G. Cardinali
   J. Richburg
Large Group Counseling Meeting
Thursday, October 26, 2017
2:10 pm – 4:00 pm
Location: N/S Lounge

Meeting Facilitator: Leslie Tenney

Guests: 3:00-3:30 V. Martinez - Financial Aid Updates

Training/Activity: 2:00-2:15 AB 705 - R. Sharboneau (please review attached in advance)
2:15-2:30 Counseling Department College Hour - C. Velarde-Barros
2:30-3:00 New Kick-Start Delivery - R. Sharboneau

Information/Updates: 3:30-4:00: 4 Minutes Each
Veterans Day event: D. Stuckey
Foster Youth Celebration: S. Reyes
Application Lab update: S. Reyes
Guided Pathways update: L. Tenney/J. Weiler/C. Marquez
Accreditation Update: L. Tenney
Curriculum Update: L. Tenney
GCFA: V. Parakati

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Rivera-Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Dewitt Stuckey, Vania Parakati, Blanca Melchor, Jesús Olivas, Michael Cleary, Elizabeth Flores, Mariana Pereyra

cc: K. Moberg
    G. Cardinalli
    V. Martinez
Large Group Counseling Meeting
Thursday, November 9, 2017
2:10 pm – 4:00 pm
Location: N/S Lounge

Meeting Facilitator: Blanca Arteaga

Agenda Adjustments:

Guests: 3:00-3:15 Scott Sandler/Leah Halper - Service Learning/Civic Engagement

3:15-3:30 Marla Dresch – STEM Program

Training: 2:00-2:15

Discussion/Action: 2:15-2:25 Child Development and Nursing – J. Weiler

2:25-2:35 Facilities Master Plan – D. Christensen

Information/Updates: 2:35-2:40:

Distribution: Jane Godley, Johanna Stewart, Celia Marquez, Leslie Tenney, Rosa Rivera-Sharboneau, Alice Dufresne-Reyes, Darlene Del Carmen, Debbie Christensen, Leticia Palacios, Blanca Arteaga, Mari Garcia, Carla Velarde-Barros, Marcela Serrano, Simone Reyes, Ozzy Zamora, Stephen Gaitan, Jessica Weiler, Dewitt Stuckey, Vania Parakati, Blanca Melchor, Jesús Olivas, Michael Cleary, Elizabeth Flores, Mariana Pereyra

cc: K. Moberg/G. Cardinalli
S. Sandler/L. Halper
M. Dresch
Esther Castaneda

From: Rosa Sharboneau
Sent: Tuesday, November 21, 2017 10:57 AM
To: Ozzy Zamora; counsel@gavilan.edu
Cc: Michelle Jones; Esther Castaneda; Shawn Muicara
Subject: RE: Agenda Items for 11/30 Counseling Meeting

Please be advised that the November 30th, Large Counseling Meeting will be cancelled. It is the first day of registration for Priority 3 group. Thank you!

From: Ozzy Zamora [mailto:OZamora@gavilan.edu]
Sent: Monday, November 20, 2017 10:41 AM
To: counsel@gavilan.edu
Subject: Agenda Items for 11/30 Counseling Meeting

Colleagues,

I will be facilitating our next counseling meeting on Thursday, November 30. Please forward me any agenda items you have by Monday, November 27.

Sending this out early due to Thanksgiving break. Thanks!

Ozzy Zamora, M.A.
CalWORKs/Fresh Success Counselor
Gavilan College
Main: 408-852-2838
Office: 408-848-4747
ozamora@gavilan.edu

Hours
Mondays, Tuesdays, Wednesdays: 8am – 4pm
Thursdays (Main Campus/Hollister): 8am – 6:30pm (Hollister days vary, check with staff for schedule)
Fridays: 9am – 1:30pm
Counseling Department Meeting - Dec. 14

Leslie Tenney - Facilitator

Agenda

Announcements - Leslie  
Kick Start and Title IX – Debbie  
Updates from all areas – What you all should know about my service/program area – All  
White Elephant Exchange – Blanca

Food/Drink/Gift - ALL

Rosa Rivera Sharboneau, Ed.D.

GAVILAN COLLEGE
Articulation Officer, Counseling Faculty
5055 Santa Teresa, Blvd.
Gilroy, CA
rsharboneau@gavilan.edu