

## Sabbatical Leave Proposal for Fall 2013

Submitted by ~~Colleen~~ ~~Ventura~~ Ventura College is to consistently provide students with the most timely information as it pertains to their educational goals at Ventura College and beyond. In the past several years, during the early 90's, the Articulation Officer at Ventura College provided annual information and training regarding the rules and regulations of various aspects of counseling. Through the Academic Information Digest (AID) binder, the articulation officer provided new state-mandated regulations, approved curriculum and campus/District changes on an annual basis, reviewed processes followed to ensure that students were consistently provided with correct information. Budget cuts and diminishing personnel have led to this being a challenge. Training and information has unfortunately not been available to counselors since I have been a member, and possibly longer. In recent years, the scope of knowledge, depth, and complexity of the knowledge that counselors are required to possess and be able to interpret has gotten increasingly complicated. Ed Code, Title 5 regulations, Student Success Act, SB 1440 (STAR Act), and other requirements, evaluations and internal BP & AP policies are factors that set the parameters for what and how academic information gets interpreted. There currently exists a need for a manual that serves as a comprehensive set of guidelines/resource which can be updated regularly for training current and new counselors.

I have been working for Ventura College for 8 years, as a Counselor, and in that time I have served on various campus and district committees that have allowed me to learn and be involved in curriculum issues. I serve on Ventura College's Curriculum Committee, General Education Committee, Philosophy sub-committee, and the newly formed DCAA committee (formerly DCS). I have also served as one of the lead faculty in the SB 1440 (STAR Act) implementation and training and have been providing training to other counselors and staff. This background, along with approval from my dean, department chair and department, provides me with the necessary expertise to undertake and complete this project.

Proposal:

**Benefit to Faculty:**

**Benefit to Student:**

**Benefit to College:**