CACREP AGENDA

Site Team Visit

Schedule

Sunday May 19 – Wednesday 22, 2013

**Sunday, May 19**

Site Team Arrives

Arrival Flights and Times on Sunday, May 19

Julia Chibbaro, Delta 1136 arriving RSW at 3:27 pm

To be picked up by **Signe Kastberg** 585 944-4812

Mary Mayorga, Delta 2174 arriving RSW at 1:55 pm

To be picked up by **Robert Kenny** 407 619-8457

Martin Ritchie will be arriving at the Embassy hotel on his own

May 19 (Sunday night) –

5:00 The team assembles at hotel.

6:30 Dinner at Embassy Suites with Counseling Faculty, Chair and Dean.

FYI: Dr. Chibbaro will be looking specifically at School Counseling and Dr. Mayorga will be looking at CMHC.

**May 20 –**

**8:30 am** **Madelyn Isaacs** 239 826-6442 (home 239 947-0427) pick up team at hotel and bring to campus by 8:45 a.m.

**9:00 a.m.-9:30** - Meeting with Counseling Faculty

**Location: 295 Merwin Hall (MH)**

9:45 -10:15 a.m. –Dr. TC Yih

**Location:** **295 MH**

10:30 -11:00 - Meeting with Provost Toll

**Location:** Dr. Toll’s Office – **3rd Floor Edwards Hall**

11:15-11:45 - Meeting with Robert Kenny and Dean Greene

**Location:** Dr. Greene’s Office – **295 MH**

11:45 a.m. – 1:00 p.m. – team lunch provided

**Location:** Team Workroom **203 MH**

1:00-1:30 President Bradshaw

**Location:** Dr. Bradshaw’s Office - **3rd Floor Edwards Hall**

1:45 – 2:45 The members of the team will be divided and meet individually with faculty members in their offices for approximately 30 minutes.

Dr. Chibbaro meet with Dr. Sabella and/or Isaacs

Dr. Mayorga and Dr. Ritchie meet with Drs. Finn (239 246-9153), Isaacs, and/or Kastberg.

**Location: Faculty Offices and/or MH 295**

2:45-3:15 Team meeting **203 A MH**

3:15 – 4:00 p.m. - Meeting with Adjunct and Affiliate Faculty

**(Mike D’Amico, Michael Ghalli, Beth Nehamkin, Robert Masson, Carolynne Gischel, Jill Isaacson, Teresa Kalten, Michelle Meyer, Jon Brunner, Robert Triscari, Dayle Upham, Kate Russo)**

**Location: 205 MH**

4:00 – 4:45 p.m. **– Meeting with Site supervisors (not to include site visits for Tuesday 5/21) Location: 205 MH**

4:45-5:30 p.m. –**Meet with selected students from Advanced Practicum and Graduating students and selected others.**

**Location: 205 MH**

About 5:30 P.M. **Debriefing with Isaacs and Kenny to transport.)**

**Location: MH 295**

**(Isaacs or Kenny to Transport to Hotel)**

**May 21** –

**9:00-11:30 a.m**.

**School Counseling site visits**: Dr. Chibarro to visit two current School Counseling internship sites escorted by Dr. Sabella (239 826-7877) /pick up at hotel at 8:30. (30 – 40 minute visits each).

9:00 Vineyards Elementary - Cynthia Yziguerre

10:00 Oak Hammock Middle - Rosa Skinner

**Clinical Mental Health site visits:** Dr. Mayorga to visit two current CMHC internship sites for a brief tour and meeting with the site supervisors escorted by Dr. Kastberg /pick up at hotel at 8:30. (30 – 40 minute visits each).

9:00 SWFAS - Emily O’Brien

10:00 ACT - Yaroslava Garcia

**9:00 Dr. Ritchie** picked up by Dr. Isaacs to arrive on campus to review student files, practicum/internship logs, and meeting minutes. Dr. Christensen, Associate Dean, will make 30 minute presentation on LiveText and College Assessment System.

**Noon-1:15 p.m**. – Team lunch provided MH 203 (Drs. Mayorga and Chibarro to arrive back on campus by noon).

**1:30-2:30 p.m**. - The team will have a group meeting with appropriate student services representatives:

**Jon Brunner, CAPS Director**

**Jill Isaacson, CAPS Counselor**

**Reid Leinnertz, Director of Career Services**

**Carol Bledsoe, Director, Writing Center**

**Jorge Lopez , Financial Aid**

**Location: 295 MH**

2:30-3:00 Team meeting

3:00-4:00 p.m. – Library visit and tour (Team member: TBA)

Dr. Finn to escort site visit team member to meet with **Carol Maksian, Librarian for College of Education**

4:00-5:00 p.m. – Meeting with alumni representing SC and CMHC.

**Location: Edwards Hall 210**

About 5:00 P.M. Debriefing with Isaacs and/or Kenny and return to the hotel to complete the Exit Report. (**Isaacs or Kenny to transport)**

May 22

9:00-9:45 am Exit Report with Dean, Chair and Counseling faculty

**295 MH**

We will need transportation back to the airport by 11:00 with transportation by **Isaacs or Kenny**.

Return Flight Information:

Julia Chibbaro, Delta 2027 departing RSW at 12:20

Mary Mayorga, Delta 2082 departing RSW at 12:18

Martin Ritchie, Delta 1504 departing RSW at 1:35

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