

**GAVILAN COLLEGE
ACCREDITATION VISIT - TEAM SCHEDULE
MARCH 4-7, 2013**

Date	Time	Item/Meeting	Contact		Place/Comments
SUNDAY March 3	varies	Team members arrive (Kincaid, Dr. Robertson, Dr. Rodriguez, Dr. Rose, Tillery)	Dr. Robertson		Hilton Garden Inn
Date	Time	Item/Meeting	Contact		Place/Comments
MONDAY	1:00pm	Team members arrive by 1:00pm	Dr. Robertson		Hilton Garden Inn
March 4	1:00pm	Team lunch buffet at hotel	Dr. Robertson		Hilton Garden Inn
March 4	2:15pm	Depart hotel	Dr. Robertson		
March 4	2:30-3:45	Visiting team arrives at Gavilan HR Conference Center; campus tour	Kathleen Rose Ken Wagman Pilar Conaway RAMbassadors	EVP of Instruction Math Faculty/Accreditation Coordinator Instruction Office Executive Assistant Gavilan Students	Prepare team for campus tour, receive team room key

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Date	Time	Item/Meeting	Contact		Place/Comments
March 4	4:00-5:00	Meet/greet	Steve Kinsella Kathleen Rose John Pruitt Kent Child Tom Breen Walt Glines Ken Wagman Bea Lawn Leah Halper Diana Seelie Angie Oropeza Candice Whitney Susan Cheu Terry Newman Mario Escudero AJ Rodriguez Pilar Conaway	President EVP of Instruction Vice President of Student Services Board of Trustees President Board of Trustees Member Board of Trustees Vice President Math Instructor and Accreditation Coord ESL Instructor and Academic Senate Pres History Instructor and GCFA President MIS Technician and CSEA President Office of President Executive Assistant A&R Director and Supv/Conf Rep Chief Financial Officer Senior Director Administrative Services ASB President Student Trustee Office of Instruction Executive Assistant	
March 4	5:15	Return to hotel			
March 4	6:00	Dinner at hotel	Dr. Robertson		Hilton Garden Inn

**GAVILAN COLLEGE
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Date	Time	Item/Meeting	Contact		Place/Comments
March 5	8:00	Breakfast/morning meeting at hotel	Dr. Robertson		Hilton Garden Inn
March 5	8:45	Depart hotel	Dr. Robertson		
March 5	9:00	Dr. Rodriguez, Dr. Robertson	Steve Kinsella	President	President's office
March 5	9:00-10:00	Sommer	Susan Cheu	Chief Financial Officer	S. Cheu's office
March 5	9:00-10:00	Carley	Randy Brown	Director of Institutional Research	R. Brown's office
March 5	9:00-10:00	Dr. Compton, Tillery, Kincaid, Dr. Rose	Anne Ratto Fran Lopez	Associate Dean EOP&S/CalWORKs Associate Dean Disability Resource Center	F. Lopez's office Standard 2
March 5	9:00-9:30	Perez	Jeff Gopp	Director of Facilities Services	J. Gopp's office
March 5	9:30-10:00	Perez	Ana Garcia	Director of Security and Support Services	A. Garcia's office
March 5	9:30-10:30	Dr. Williams, Dr. Rodriguez	Kent Child Walt Glines Tom Breen	Board of Trustees President Board of Trustees Vice President Board of Trustees Member	ASB Club Room Standard 4
March 5	10:00-10:30	Dr. Compton, Tillery, Dr. Rose	Mari Garcia Lorraine Burgman Robert Overson Karen Sato Jane Maringer	Counseling EOP&S-Learning Disability Specialist Instructor Learning Disability Specialist Instructor Disability Resource Center Instructor/ Vocational Training Adaptive/Physical Education Instructor	Teaching/Learning Center Standard 2
March 5	10:00-11:00	Perez	Terry Newman Nancy Bailey	Senior Director Administrative Services Administrative Services Executive Assistant	T. Newman's office
March 5	10:00-11:00	Sommer	Eric Ramones	HR Director	E. Ramones' office
March 5	10:00-11:00	Carley, Dr. Williams	Erin Crook Richard Alfaro Fran Lopez Kathleen Rose Randy Brown	English Instructor, IEC Committee Chair Trio Director Associate Dean DRC EVP of Instruction Director of Institutional Research	Mayock House

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March 5	10:30-11:00	Dr. Compton, Kincaid, Dr. Rose	Sabrina Lawrence	Distance Education Coordinator/Instructor	Teaching/Learning Center
March 5	10:30-11:00	Tillery	Tamara Merrill Karen Sato	Vocational Instructor/Hope Adaptive PE Instructor	K. Sato - APE Office
March 5	10:30-11:30	Dr. Rodriguez	Gene Sakahara Tim Day Jeff Gopp	Community Members/Oversight Committee Community Member/Oversight Committee Director of Facilities	ASB Club Room Oversight Committee
March 5	11:00-11:30	Sommer	Diana Seelie	Computer Hardware/ Software Specialist and CSEA President	MIS Conference Rm
March 5	11:00-11:30	Dr. Rose	Susan Sweeney	Director of CAIWORKS	S. Sweeney's office
March 5	11:00-11:30	Dr. Williams	Randy Brown	Director of Institutional Research	R. Brown's office
March 5	11:00-11:30	Dr. Compton	Richard Alfaro	Director TRIO	R. Alfaro's office
March 5	11:00-11:30	Perez, Tillery	Lorraine Welk Judy Rodriguez meet in Gilroy campus	OffSite Director - Morgan Hill OffSite Director - Hollister	Mayock House
March 5	11:00-12:00	Kincaid	Fran Lozano Mary Ann Sanidad	Dean of LAS ESL Instructor and Title V Activity Director	Student Success Center
March 5	11:30-12:00	Dr. Rose	Dana Young	Technology Librarian Instructor	D. Young's office
March 5	11:30-12:00	Dr. Compton	Lewis Hall	Director of Student Activities	L. Hall's office
March 5	11:30-12:00	Tillery	Randy Brown	Director of Institutional Research	R. Brown's office
March 5	12:00-1:00	Lunch	Pilar Conaway		HR Conference Center
March 5	1:00-1:30	Dr. Rose	Randy Brown	Director of Institutional Research	R. Brown's office
March 5	1:00-2:00	Perez, Dr. Rodriguez	Diana Seelie Esteban Talavera	MIS Technician Departmental Assistant-STEM both are CSEA Officers	MIS Conference Center

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Date	Time	Item/Meeting	Contact		Place/Comments
March 5	1:00-2:00	Kincaid	Mimi Arvizu Terry Newman	Director of MIS Senior Director Administrative Services	T. Newman's office
March 5	1:00-2:00	Sommer	Steve Kinsella	President	President's office
March 5	1:00-2:00	Dr. Compton, Tillery,	Candice Whitney Veronica Martinez	A&R Director Financial Aid Director	V. Martinez's office
March 5	1:00-2:00	Carley, Dr. Williams	Standard 1 Team (John Pruitt, Randy Brown, Angie Oropeza, Erin Crook	Vice President of Student Services, Director of Institutional Research, Executive Assistant President's Office, English Instructor and IEC Committee Chair	North/South Lounge R. Brown meet at 1:30pm
March 5	1:30-2:00	Dr. Rose	Susan Dodd	Kinesiology Instructor and Curriculum Committee Chair	S. Dodd's office
March 5	2:00-2:30	Dr. Williams	Steve Kinsella	President	President's office
March 5	2:00-2:30	Sommer	Grace Cardinalli	Office of Student Services Executive Assistant	ASB Club Room
March 5	2:00-2:30	Dr. Compton, Tillery	Jesus Olivas	General Counseling	J. Olivas' office
March 5	2:00-2:30	Dr. Rose	Deana Souza Kimberly Wilson	Instructional Program Specialist-Math Lab Instructional Program Specialist-Tutoring Ctr	Library at the Teaching/Learning Ce nter
March 5	2:00-3:00	Perez	Mari Garcia Richard Alfaro Johanna Stewart Fran Lopez Randy Brown	EOP&S Counselor TRIO Director General Counselor and ASB Advisor Associate Dean of DRC Director of Institutional Research	North/South Lounge IEC

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Date	Time	Item/Meeting	Contact		Place/Comments
March 5	Forum 2:30-3:30	Dr. Rodriguez, Dr. Robertson plus Dr. Williams, Kincaid, Sommer	Campus Community		SS214
March 5	2:30-3:00	Tillery	Leslie Tenney	General Counseling and GCFA Grievance Officer	L. Tenney's office
March 5	3:00-4:	Dr. Compton, Dr. Rose	Academic Senate		Mayock House
March 5	3:00-3:30	Tillery	Alice Dufresne-Reyes	College Nurse and Part-time Allied Health Instructor	Nurse's office
March 5	3:30-4:00	Perez, Dr. Rodriguez	Mario Escudero AJ Rodriguez	ASB President Student Trustee	ASB Club Room
March 5	3:30-4:00	Dr. Williams	AJ Rodriguez	Student Trustee	ASB Club Room
March 5	4:00-4:30	Dr. Compton	Rachel Perez	Assoc Dean, Community Outreach and Grants Management	MIS Conference Center
March 5	4:00-4:30	Tillery	Mario Escudero	ASB President	ASB Club Room
March 5	4:30-5:00	Dr. Compton, Tillery	Terry Newman	Senior Director, Administrative Services	T. Newman's office
March 5	5:00	Return to HR Conference Center			
March 5	6:00	Team dinner at West Side Grill	Dr. Robertson		West Side Grill

**GAVILAN COLLEGE
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Date	Time	Item/Meeting	Contact		Place/Comments
March 6	9:00	Dr. Rodriguez, Dr. Robertson	Steve Kinsella	President	President's office
March 6	9:00-9:30	Sommer, Dr. Rose, Perez, Tillery	Kathleen Rose	EVP of Instruction	K. Rose's office
March 6	9:00-10:00	Kincaid, Dr. Compton	Doug Achterman	Head Librarian	D. Achterman's office
March 6	9:00-10:00	Dr. Williams	Hope Jukl or Ken Wagman	Math Faculty, STEM Activity Director, Previous Department Chair Math Faculty	Mayock House
March 6	9:00-10:00	Perez	Nancy Bailey, Alice Dufresne-Reyes	Executive Assistant Administrative Services College Nurse	Nurse's office about Health Safety/Grounds
March 6	9:30-10:00	Dr. Rodriguez	Diana Seelie Ron Hannon Candice Whitney Bea Lawn	CSEA President/Member of Pres Council Dean, Kin/Ath and Admin Rep Pres Council A&R Director and Supv Conf Pres Council ESL Instructor and Academic Senate President	R. Hannon's office President's Council
March 6	9:30-10:00	Sommer, Dr. Rose, Perez, Tillery, Dr. Compton	John Pruitt	VP of Student Services	J. Pruitt's office
March 6	10:00-10:30	Sommer	Eric Ramones	HR Director	HR Building
March 6	10:30-11:00	Sommer	Susan Cheu	Chief Financial Officer	Business Office
March 6	10:00-11:00	Kincaid, Dr. Compton	Karen Warren	English Instructor	Library-Teaching and Learning Center

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Date	Time	Item/Meeting	Contact		Place/Comments
March 6	10:00-11:00	Dr. Williams	Susan Dodd Jane Maringer	Kinesiology Instructor DRC Instructor	S. Dodd's office about SLO's
March 6	11:00-12:00	Kincaid	Sabrina Lawrence	Distance Education Coordinator/Instructor	Teaching/Learning Center
March 6	OFF SITE 10:00-2:00	Dr. Rodriguez, Dr. Robertson, Dr. Rose, Perez	Lorraine Welk Judy Rodriguez	Morgan Hill Site Director Hollister Site Director	Morgan Hill AM Lunch at MH Hollister PM HR Conference Center
March 6	12:00-1:00	Lunch	Pilar Conaway		
March 6	1:00-1:30	Dr. Compton	Christina Salvin	English Instructor	Library-Teaching and Learning Center
March 6	1:00-2:00	Sommer	Fran Lozano Karen Warren Scott Sandler	Dean LAS English Instructor English Instructor/PUENTE	F. Lozano's office
March 6	1:00-2:00	Dr. Williams	Learning Council		North/South Lounge
March 6	2:00-3:00	Kincaid	Susan Dodd Bonnie Donovan	Kinesiology Instructor/Curriculum Chair Sr. Program Specialist - Curriculum	S. Dodd's office Curriculum
March 6	2:00-3:00	Dr. Rose, Perez	Fran Lozano Sherrean Carr	Dean LAS Dean CTE	F. Lozano's office
March 6	2:15-3:00	Carley, Tillery, Sommer	IEC meeting		Mayock House

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Date	Time	Item/Meeting	Contact		Place/Comments
March 6	3:00-3:30	Kincaid	Gary Cribb Sherrean Carr	Learning Resource Center Coordinator (Library-Tutoring Center) Dean CTE	G. Cribb's office
March 6	3:00-4:00	Sommer, Dr. Williams, Dr. Rose, Perez, Dr. Rodriguez, Tillery	Bea Lawn Leah Halper	ESL Instructor and Academic Senate President; History Instructor and GCFA President	North/South Lounge
March 6	4:00-5:00	Perez	John LawtonHaehl Jennifer McMillen	Theatre Instructor Part-time English Instructor	North/South Lounge
March 6	3:30-4:00	Kincaid	Pablo Balancio Fran Lozano	Multi-Media Technician Dean LAS	F. Lozano's office
March 6	Forum 4:30-5:30	Dr. Rodriguez, Dr. Robertson plus two more: Dr. Rose, Dr. Compton, Tillery, Dr. Williams	Wednesday Forum		SS214
March 6	5:00	Convene in HR Conference Center	Dr. Robertson		
March 6	5:15	Return to hotel	Dr. Robertson		
March 6	6:00	Dinner at hotel	Dr. Robertson		

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Date	Time	Item/Meeting	Contact		Place/Comments
March 7	10:00	Convene in HR Conference Center	Dr. Robertson		HR Conf Center
March 7	12:00	Dr. Rodriguez, Dr. Robertson	Steve Kinsella	President	President's office
March 7	1:30	Exit Oral Report			North/South Lounge
March 7	2:00	Visiting team depart			
March 7		Transportation to Hilton and/or Airport	Personal arrangements		
Goodbye! Thank you to our accreditation visiting team!					

Date	Time	Item/Meeting	Contact	Place/Comments
SUNDAY March 3	varies	Team members arrive (Kincaid, Dr. Robertson, Dr. Rodriguez, Dr. Rose, Tillery)	Dr. Robertson	Hilton Garden Inn
Date	Time	Item/Meeting	Contact	Place/Comments
MONDAY March 4	1:00pm	Team members arrive by 1:00pm	Dr. Robertson	Hilton Garden Inn
March 4	2:15pm	Depart hotel	Dr. Robertson	
March 4	2:30-3:45	Visiting team arrives at Gavilan HR Conference Center; campus tour	Kathleen Rose Ken Wagman Pilar Conaway RAMbassadors	EVP of Instruction Math Faculty/Accreditation Coordinator Instruction Office Executive Assistant Gavilan Students Prepare team for campus tour, receive team room key

				President	
				EVP of Instruction	
			Steve Kinsella	Vice President of Student Services	
			Kathleen Rose	Board of Trustees President	
			John Pruitt	Board of Trustees Member	
			Kent Child	Board of Trustees Vice President	
			Tom Breen	Math Instructor and Accreditation	
			Walt Glines	Coord	
			Ken Wagman	ESL Instructor and Academic Senate	
			Bea Lawn	Pres	
March 4	4:00-5:00	Meet/greet	Leah Halper	History Instructor and GCFA President	
			Diana Seelie	MIS Technician and CSEA President	
			Angie Oropeza	Office of President Executive Assistant	
			Candice Whitney	A&R Director and Supv/Conf Rep	
			Susan Cheu	Chief Financial Officer	
			Terry Newman	Senior Director Administrative Services	
			Mario Escudero	ASB President	
			AJ Rodriguez	Student Trustee	
			Pilar Conaway	Office of Instruction Executive	
				Assistant	
March 4	5:15	Return to hotel			
March 4	6:00	Dinner at hotel	Dr. Robertson		Hilton Garden Inn
March 5	8:00	Breakfast/morning meeting at hotel	Dr. Robertson		Hilton Garden Inn
March 5	8:45	Depart hotel	Dr. Robertson		
March 5	9:00	Dr. Rodriguez, Dr. Robertson	Steve Kinsella	President	President's office
March 5	9:30-10:30	Dr. Williams, Dr. Rodriguez	Kent Child	Board of Trustees President	ASB Club Room
			Walt Glines	Board of Trustees Vice President	Standard 4
			Tom Breen	Board of Trustees Member	

March 5	10:30-11:30	Dr. Rodriguez	Gene Sakahara Tim Day Jeff Gopp	Community Members/Oversight Committee Community Member/Oversight Committee Director of Facilities	ASB Club Room Oversight Committee
March 5	12:00-1:00	Lunch	Pilar Conaway		HR Conference Center
March 5	1:00-2:00	Perez, Dr. Rodriguez	Diana Seelie Esteban Talavera	MIS Technician Departmental Assistant-STEM both area CSEA Officers	MIS Conference Center
March 5	Forum 2:30-3:30	Dr. Rodriguez, Dr. Robertson plus two more: Carley, Dr. Williams, Kincaid, Perez, Sommer,	Campus Community		SS214
March 5	3:30-4:00	Perez, Dr. Rodriguez	Mario Escudero AJ Rodriguez	ASB President Student Trustee	ASB Club Room
March 5	5:00	Return to HR Conference Center			
March 5	6:00	Team dinner at West Side Grill	Dr. Robertson		West Side Grill
March 6	9:00	Dr. Rodriguez, Dr. Robertson	Steve Kinsella	President CSEA President/Member of Pres Council	President's office
March 6	9:30-10:00	Dr. Rodriguez	Diana Seelie Ron Hannon Candice Whitney Bea Lawn	Dean, Kin/Ath and Admin Rep Pres Council A&R Director and Supv Conf Pres Council ESL Instructor and Academic Senate President	R. Hannon's office President's Council

March 6	OFF SITE 10:00-2:00	Dr. Rodriguez, Dr. Robertson, Dr. Rose, Perez	Lorraine Welk Judy Rodriguez	Morgan Hill Site Director Hollister Site Director	Morgan Hill AM Lunch at MH Hollister PM
March 6	12:00-1:00	Lunch	Pilar Conaway		HR Conference Center
March 6	3:00-4:00	Sommer, Dr. Williams, Dr. Rose, Perez, Dr. Rodriguez, Tillery	Bea Lawn Leah Halper	ESL Instructor and Academic Senate President; History Instructor and GCFA President	North/South Lounge
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March 6	6:00	Dinner at hotel	Dr. Robertson		
March 7	10:00	Convene in HR Conference Center	Dr. Robertson		HR Conf Center
March 7	12:00	Dr. Rodriguez, Dr. Robertson	Steve Kinsella	President	President's office
March 7	1:30	Exit Oral Report			North/South Lounge
March 7	2:00	Visiting team depart			
March 7		Transportation to Hilton and/or Airport	Personal arrangements		

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March 4	4:00-5:00	Meet/greet	Steve Kinsella Kathleen Rose John Pruitt Kent Child Tom Breen Walt Glines Ken Wagman Bea Lawn Leah Halper Diana Seelie Angie Oropeza Candice Whitney Susan Cheu Terry Newman Mario Escudero AJ Rodriguez Pilar Conaway	President EVP of Instruction Vice President of Student Services Board of Trustees President Board of Trustees Member Board of Trustees Vice President Math Instructor and Accreditation Coord ESL Instructor and Academic Senate Pres History Instructor and GCFA President MIS Technician and CSEA President Office of President Executive Assistant A&R Director and Supv/Conf Rep Chief Financial Officer Senior Director Administrative Services ASB President Student Trustee Office of Instruction Executive Assistant	
March 4	5:15	Return to hotel			
March 4	6:00	Dinner at hotel	Dr. Robertson		Hilton Garden Inn
March 5	8:00	Breakfast/morning meeting at hotel	Dr. Robertson		Hilton Garden Inn
March 5	8:45	Depart hotel	Dr. Robertson		
March 5	9:00-10:00	Carley	Randy Brown	Director of Institutional Research	R. Brown's office
March 5	9:30-10:30	Dr. Williams, Dr. Rodriguez	Kent Child Walt Glines Tom Breen	Board of Trustees President Board of Trustees Vice President Board of Trustees Member	ASB Club Room Standard 4

March 5	10:00-11:00	Carley, Dr. Williams	Erin Crook Richard Alfaro Fran Lopez Kathleen Rose Randy Brown	English Instructor, IEC Committee Chair Trio Director Associate Dean DRC EVP of Instruction Director of Institutional Research	Mayock House
March 5	11:00-11:30	Dr. Williams	Randy Brown	Director of Institutional Research	R. Brown's office
March 5	12:00-1:00	Lunch	Pilar Conaway		HR Conference Center
March 5	1:00-2:00	Carley, Dr. Williams	Standard 1 Team (John Pruitt, Randy Brown, Angie Oropeza, Erin Crook	Vice President of Student Services, Director of Institutional Research, Executive Assistant President's Office, English Instructor and IEC Committee Chair	North/South Lounge R. Brown meet at 1:30pm
March 5	2:00-2:30	Dr. Williams	Steve Kinsella	President	President's office
March 5	Forum 2:30-3:30	Dr. Rodriguez, Dr. Robertson plus Dr. Williams, Kincaid, Sommer	Campus Community		SS214
March 5	3:30-4:00	Dr. Williams	AJ Rodriguez	Student Trustee	ASB Club Room
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March 6	9:00-10:00	Dr. Williams	Randy Brown Eddie Cervantes Jan Chargin Bonnie Donovan	Director of Institutional Research MESA Director Public Information Director Sr. Program Service Specialist-Curriculum;	North/South Lounge Strategic Master Plan
March 6	10:00-11:00	Dr. Williams	Susan Dodd Jane Maringer	Kinesiology Instructor DRC Instructor	S. Dodd's office about SLO's
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