

**Outside Artifact Reflection**  
**Semester 1: Fall 2009**  
**Counselors' Reference Website**

**Why I Selected This Artifact**

Over the past year and a half, I have been working on a web-based resource for counselors. The resource is an attempt to keep counselors in the entire district current and informed. With counselors at satellite locations or moving from computer to computer, a web-based resource was ideal for easy access. This project is a major resource for the counselors at Palomar College.

**Program Learning Outcomes**

The Counselors' Reference website addresses the learning outcome Resource Management. The first segment of the counseling department's mission states, "The Counseling Services Division provides a supportive, accessible environment that promotes active learning and encourages collaboration among members of our diverse community through accurate, effective and comprehensive counseling and support services to all students." The Counselors' Reference website helps to manage the processes and information counselors need to know in order to provide effective and comprehensive support to students.

**My Personal and Professional Goals**

As for my personal goals, this artifact demonstrates how I support my colleagues. By working with the articulation officer, the transfer center director, and counseling department chair and administrative assistants, I am able to provide information that is current and easy accessible. In addition to that, I provide weekly reminders which helps to remind counselors about the barrage of tidbits of information we receive every day. My goal is to raise accuracy in

the department, increase collaboration, increase communication, and develop a sense of cohesion through a support resource.

As for my professional goals, this role has forced me to become more familiar with the department activities on a different level. I have to be a step ahead of the game in order to provide information to the counselors on time. This role has actually made me a stronger counselor because I am constantly reviewing information.