



## Merritt College Counseling Department

Counselor Meeting Minutes  
February 4, 2003

Meeting convened at 10:00 a.m. In attendance: Blackwell, Zielke, McLean, Shriver, Pantell, Wong, Allen, Scurry.

- 1. Nursing & Allied Health** Shriver reported on current status of counseling students w/ these goals. 3 part-time counselors are assigned to work w/ different cohorts of students as follows: 1) Charles Cannady works with potential students who are committed to Merritt's ADN program and with 2<sup>nd</sup> year students in the program and signs all graduation petitions; 2) Clarence Blankenship works with potential students considering Merritt's ADN program as well as other programs; 3) Barbara Clark works with 1<sup>st</sup> year ADN students. Regarding the LVN program, tentative word is that they will be accepting only 20 students into the F03 class. They'll be holding a lottery at the end of May, 2003 to select the entering class.
- 2. 3/11/03 Counselor Board Presentation** Blackwell presented on status. Presentation will be 15 minutes followed by Q&A of about 30-45 minutes. Board meeting runs from 7 to 10 p.m. but we don't know when we'll be on agenda. **Very important for all counselors (full- and part-time) to be at Board Meeting.** Planning group has met twice but pointing toward next meeting on 1/10/03 at Laney, T-350 (Tower Bldg.) from 1-3 p.m. Reps are Blackwell from Merritt, Pat Coven from Laney, Shirley Robinson from COA, and Joseph Bielanski from Vista. **Homework:** submit to Blackwell a list of your key responsibilities to complete a master list of counseling activities.
- 3. Transfer Center Activities** 1) Mills College presentation on financial aid 2/21/03 from 10-11:30 a.m. in P-333; 2) Send students interested in scholarships to Transfer Center—compiling good list of sources and resources; 3) Upcoming workshop on summer internships—time/date TBA.
- 4. Articulation Report** See Counselor Web Site for notes & issues.
- 5. Other Business** 1) For high school concurrent enrollment, “remedial” Math or English (which isn't allowed) is any course at a lower level than 201. This is in effect, but is to be considered tentative until final determination sent from District Office; 2) Clarification at yesterday's CIPD that academic year starts with Summer Session. So, catalog rights for students starting in summer are for the following academic year (i.e. student starting SU03 has catalog rights for 03-04 academic year); 3) Shriver asked us to be watchful about students coming behind the counter and handling records; 4) Wong informed counselors that often used (and even new) texts can be purchased at considerable savings at <[www.half.com](http://www.half.com)>

Meeting adjourned at 11:10 a.m.