



**MERRITT COLLEGE**

**COUNSELING DEPARTMENT MEETING MINUTES**

Date: 2/25/2019

Time: 1:30 pm

Location: R 112A

Attendees: de Vito, Perez, Ross, Khoo, Moy, Allen, Pantell, Scurry, Zielke, Jessica Boyle (EOPS-Guest)

<b>Allotted Time</b>	<b>Topic</b>	<b>Person(s) Responsible</b>
1:30-1:40	<p>Next UP (formerly CAFYES)</p> <p><i>Doris Hankins is the new Program Manager. Roniqua Cook-Greene is the new Counselor. The students have been without a counselor since November. There were about 27 identified students and Mrs. Hankins is going through the list now, reaching out to them and also checking with admissions.</i></p> <p><i>Qualified students must be eligible for EOPS and have been in foster care for at least one day after the age of 16. Support services provided are above and beyond that of EOPS and include priority reg, transportation assistance, book and meal assistance.</i></p>	Hankins
1:40-1:45	<p>Counseling Check-in sheet</p> <p><i>Co-chairs requested counselors to please review the check-in slip after meeting with students to note all areas that were covered during the session. Sometimes students do not know what to mark. This information will ensure accuracy of the data we use in program reviews.</i></p>	
1:45-1:55	<p>Upcoming Counselor Conferences:</p> <p>NaBITA: April 11 &amp; 12 @ DVC. Moy, DeVito and Allen volunteered to attend. <i>Thank you!</i></p> <p>ETS Conference: May 17th in Sacramento. So far no one can attend but need to spread the word.</p>	
1:55-2:00	<p>Bridging the Gap: Friday March 22nd @ Laney</p> <p><i>This is the culminating event of a partnership between high schools and community colleges to revise Math curriculum, understand the changes due to AB705, and</i></p>	

	<i>develop solutions. Math and Counseling PCCD faculty will be there as well as CSUEB and OUSD reps.</i>	
2:00-2:15	<p>Standing Items:</p> <p>1. Reports from programs:  Puate, Sankofa, FYE, Veterans, SAS, EOPS, Athletics, Transfer Center, Centro Latino, SEA, etc.  <b>EOPS</b> has a new adjunct counselor, Jessica Boyle, who will work Mon &amp; Fri 8-2 and Wed 8-4.  <b>Transfer:</b> When you find out students were accepted into a 4 year program, please list this information on the counselor website. Steve will send out a follow up email.  -The rep visit list has been updated and the sign up sheet is at the welcome center.  -UCB wants IGETC Certs completed by June. Follow up with C. Smith if needed.  <b>SAS:</b> SAS will be hosting their annual OUSD high school orientation, tour and counseling follow up on April 10th along with another open house/career outreach event on campus that day..  <b>VETS:</b> Vets will be a standing item on the college council. A location for the Vets Center and a budget needs to be solidified.  <b>Guided Pathways:</b> The R building may be remodeled or have adjustments made using Measure G money.  -MyPath was developed by the State Chancellor's Office and is very user friendly. There is a 3/13 webinar at noon about myPath. The other three PCCD colleges seem to have a team together to implement myPath, however, Merritt does not.</p>	All
2:15-2:25	<p>Standing Items:</p> <p>2. Committee reports  <b>Senate:</b> Faculty Senate Scholarship Applications are available. If you aren't giving to the scholarship fund, please consider a recurring monthly payment of \$10 or more or a one time donation. All monies raised go toward the scholarships.  <b>Strategic Enrollment Management:</b> This group is gathering statistics from Datamart related to items such as number of degrees and certificates issues. With that</p>	All

	<p>area, we have exceeded our goal. In other areas, we aren't doing as well.</p> <p><b>Catalog:</b> A sample of the new catalog was previewed and looks good so far. Coser, for example, included career opportunities, a two year semester sequence breakdown and program requirements. It will go to the printer in March.</p>	
2:25-2:35	<p>Standing Item:</p> <p>3. SLOAC report</p> <p><i>Our classes are almost all up to date with the exception of Coun 207C which Roniqua will be teaching in March. Classes which hadn't been taught in three years or more were deactivated. Coun 501 is being kept for now in case we need it. We will see if assessment is needed for this noncredit class.</i></p> <p><i>-Counseling services have a different assessment schedule than counseling classes.</i></p> <p><i>-Student services does not have a platform in CurricuNet.</i></p> <p>4. Survey count = 29/100</p> <p><i>Seventy-one more are needed. Please continue to distribute the surveys.</i></p>	Zielke
2:35	<p>Announcements</p> <p>-Will is our Early Alert Counselor.</p> <p>-Roniqua will be working four hours with Next UP/CAFYES.</p> <p>-Chelsea is working a few hours with EOPS.</p> <p>-Marlo is on a short term temporary assignment completing Chdev certificates and degrees.</p> <p><i>All general counselors please be mindful of this when adjusting your schedule. You may be the only person on drop in.</i></p>	All