



Merritt College Counseling Department

Counselor Meeting Minutes
February 28, 2011

Meeting convened at 1:30 p.m. In attendance: McLean, Scurry, Ilarde, Allen, Pantell, Zielke, Ciddio, Khoo, De Coursey, Paniagua (intern).

1. **Title III Implementation Team** Ilarde and Khoo presented draft of proposed revised Merritt orientation. 3 options recommended depending on funding:
 - Combination of full-scale Welcome Day (w/ President's address plus counselors and other faculty in workshops and presentations plus campus fair) plus online orientation
 - Orientation class plus online orientation
 - Online orientation only

Discussion of coordinating orientation w/ assessments and how both affect counselor coverage. Implementation team will be presenting draft proposal to Title III team this Thursday, 3/3/11.

2. **Counseling Department Responsibilities**

- Further discussion of SLO assessment for COUN courses. Agreement to complete 75 assessments by end of S11 w/ each counselor committing to complete at least 5 assessments and 10 if possible.
- Further discussion about F11 COUN schedule as an information item only. Will be offering three 24s, one 57, and two 224s. Zielke also added that administration has given tentative approval for offering one 224 at Fruitvale Center and possibly another 57.
- M11 and F11 schedule. Pantell handed out current S11 schedule and already-committed 11th Month days for 10-11 and asked counselors to return to him (w/ any proposed changes) not later than this Friday, 3/4/11.

3. **New Business**

- As chair of TRC, Pantell led congratulations to Tanya Ilarde on being approved for tenure (as confirmed in Board minutes). All agreed on Ilarde's many contributions to our department and toasted her approval.

Meeting adjourned at 3:05 p.m.