

MERRITT COLLEGE COUNSELING DEPARTMENT  
MEETING PLANNER

Date: March 3, 2008		Time: 1:30 to 3:00pm	Location: R-106F	
Allotted Time	Topic	Pers(s) Respble	Follow-up	
30 minutes	<p>New Business:</p> <p>* <u>Welcome new full time counselor, Angela Khoo:</u> Staff present welcomed her on board. She informed us that she has worked for the District since 1999 as an international support specialist. She took care of admissions of international students and immigration advising of approx 600 students in that department. Angela also worked several semesters as a part time counselor for College of Alameda and Merritt. She coordinated the Emerging Teacher Program (ChDev) as well. Angela speaks Chinese-Cantonese, Malaysian and Indonesian fluently. Understands other Chinese languages.</p> <p>* <u>Reminder: Department Chair Nominations:</u> Counselors were reminded that nominations close at 5pm on 03/03/08.</p> <p>* <u>Other:</u> Our Counseling dept. intern , Sandra, asked who could she communicate about the upcoming Passport program training. Co-Chair Zielke explained there is no point person we know of yet; she should, however, communicate with Co-chair Pantell to inform him of the date/time of training she has chosen. Lesley Scurry added that so far the BRT is aware of the Passport training point person for COA only. Co-Chair Zielke informed the group that Co-chair Pantell is actively seeking updates from our VPSS so that counselors know who to contact for scheduling issues that arise regarding this training.</p> <p>* Counseling Department Guidelines and Procedures: updated version by Co-Chair Pantell was distributed among those present.</p>	All couns		
20 minutes	<p><u>Division I Dean Hector Cordova: Administration of Justice program:</u> Dean Cordova visited our counselors' meeting to inform us about a Police "Pre-academy" that will begin in April/08 as a preparation for the "academy" that will begin in May/08. He expressed that the instructors involved in the program are well qualified and sensitive to the needs of our community. The classes for the upcoming Pre-academy will be taught during the day and are the same as the last one taught in M06. Counselors asked:</p> <p>-what was the benefit of the pre-academy: students will be better prepared.</p> <p>-who is the point person: Judy Bryson, as per brochures.</p> <p>Counselors recommended that the website be updated because it still gives dates/times of 2006.</p>	All couns		
15 minutes	<p><u>Transfer Report :</u> Transfer interim director Ilarde reminded counselors of upcoming events at the Transfer/Career center.</p> <p>*03/05: UCB-TAP. Will see other students depending on availability.</p> <p>*03/12: U. of Phoenix. *Apr 10: 12:30 to 2pm. UC Admissions Panel</p> <p>*Met w/ Charlotte Smith, District A&amp;R regarding CSU/IGTC certifications. Charlotte recommended that we submit the IGTC or CSU certification to A&amp;R ahead of time, noting what school(s) student will be applying for. Charlotte will work on it then.</p> <p>*Equivalent vs spirit: for a course to be certified as equivalent, UC requires that it be clearly equivalent, where CSU requires that it meets the "spirit" or intent of the course.</p>	Ilarde		