



Merritt College Counseling Department

Counselor Meeting Minutes
March 22, 2004

Meeting convened at 1:30 p.m. In attendance: Blackwell, Zielke, McLean, Shriver, Pantell, Wong, Allen, Crutchfield, Taylor, McIntosh.

1. **TAA Training** Blackwell led training on Transfer Admission Agreements w/ UC Davis. Reviewed eligibility requirements, all of which are posted on UCD web site and on TAA form. Any counselor can develop a TAA, but Blackwell asks for copy of TAA form for her records. When reviewing requirements for Davis, be sure to check "Selected Majors" list on ASSIST (at bottom of drop down menu of majors). Requirements for selected majors often different from requirements for regular majors in same discipline. Also important to remind students they must complete regular application, during regular application period, in addition to submitting TAA application.
2. **Articulation Report** Pantell covered items on artic report of this date (see web site). Also handed out IMPAC major prep letters aimed at math faculty and potential math major students.
3. **Other Business**
 - ♦ Transfer Student Panel is Tuesday, March 30, 2004. Have students from SFSU, Berkeley, Hayward and possibly others.
 - ♦ Havenscourt Partnership College & Health Fair is Saturday, April 3, 2004, from 11 a.m. to 3 p.m. at Eastmont Town Center. Merritt College, UC Berkeley, and Havenscourt Community Church participating.
 - ♦ F04 Transfer Day is Tuesday, November 2, 2004.
 - ♦ Counseling Department chair elections coming up. Get nominations to McLean not later than week of April 12, 2004.

Meeting adjourned at 2:55 p.m.