



Merritt College Counseling Department

Counselor Meeting Minutes
March 23, 2015

Meeting convened at 1:30 p.m. In attendance: McLean, Allen, Pantell, Ilarde, Perez, Scurry, Zielke, Ciddio. Guest: VPSS Cedillo

1. 11th Month Contracts for 2015-2016: VP Cedillo discussed w/ counselors the 11th Month Contract for 15-16. After clarifying, counselors will get proposed dates to VP asap.
2. Departmental Evaluation Schedule Update: Check-in on progress of evaluations scheduled for 14-15.
 - Perez TRC: Allen & Zielke will complete observations; Perez will complete self-eval; schedule on track
 - Rodney Webster: McLean will complete observation/student evals & ensure Webster completes self-eval & VPSS completes admin eval
 - Todd Steffan: Ilarde will complete observation/student evals & ensure Webster completes self-eval & VPSS completes admin eval
 - Hideo Nakano-Hiraki: Khoo will complete observation/student evals & ensure Webster completes self-eval & VPSS completes admin eval
 - Angela Khoo: Scurry has completed observation; will ensure Khoo completes self-eval & VPSS completes admin eval
3. Other:
 - SLO survey (N=107) discussed. Surveys completed. Will tally & report results in future meeting.
 - Ilarde gave update on supply requests submitted to Dean Vasconcellos.

Meeting adjourned at 2:55 p.m.