

**MERRITT COLLEGE  
MEETING MINUTES**



**COUNSELING DEPARTMENT**

Date: 3/26/2018 Time: 1:30 pm Location: R 112A

Attendees: Ross, Ciddio, Zielke, Moy, Scurry, de Vito, Allen, Khoo, Wong (Intern)

<b>Allotted Time</b>	<b>Topic</b>	<b>Person(s) Responsible</b>
1:30-1:45	SAO <i>Reviewed customizing our database for student services in CurricuMeta. Will have a follow up discussion in our next department meeting April 9<sup>th</sup>.</i>	Upshaw
1:45-1:55	Leadership 8-10am <i>Several people have volunteered to be the lead counselor on various mornings in case of absences. Once the list is confirmed, we will send out an email to everyone.</i>	Zielke
1:55-2:05	New milestone list <i>The old milestone reason list in peoplesoft under "How attempted" will be gone effective April 1<sup>st</sup>. Only the 10 new codes will be available. See Steve's email dated 3/21/18 for more information.</i>	Scurry
2:05-2:15	ONEPeralta & Starfish <i>Please let Steve and Lesley know of any concerns you have about the above. Refer to Steve's 3/21 email for more information.</i>	Scurry
2:15-2:25	Guided Pathways <i>Thank you for everyone who participated in the Flex Day discussion. Counselors had a strong presence and add to the college's perspective on "Merritizing" this initiative.</i>	Zielke
2:25-2:35	Standing Items: 1. Reports from programs: Puente, Sankofa, FYE, Veterans, DSPS, EOPS, Athletics, Transfer Center, Centro Latino, 3SP, etc.  <i>TABLED</i>	All
2:35-2:45	Standing Items: 2. Committee reports <i>TABLED</i>	All
2:45-2:55	Standing Item: 3. SLOs: 65 total surveys received	Zielke
2:55-3:00	Announcements District Wide Counseling Meeting Thursday, <b>April 26<sup>th</sup></b> at College of Alameda. Time 9-3. Please let us know if you plan to attend so we can RSVP on behalf of Merritt. MEDAS <i>All clinical MEDAS students should have MEDAS 201A, 201B and Coun 207C on their first semester SEP and COPED 470F on the second semester. Also, students should enroll in the late start Coun 207C that is offered in their first semester. Please see Lesley's email dated 3/26/18 for more information.</i>	All

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