



Merritt College Counseling Department

Counselor Meeting Minutes
April 1, 2003

Meeting convened at 10:00 a.m. In attendance: Blackwell, McLean, Shriver, Pantell, Wong, Allen, DeCoursey, Scurry, Clark.

1. **Counseling Schedule Adjustments** Funding has been located for additional counseling hours this semester and until the end of FY 2002-2003. Get schedule requests to Shriver ASAP.
2. **Allied Health Updates** 1) Nursing: 100 applicants from first pool for 40 slots in F03 class. Nursing Dept. will select & make offers to 40. Depending on how many accept, will then go to wait list. If wait list then depleted, will then go to next group (June 15). Nursing Dept. will keep us posted on status. 2) Radiation Technology Application deadline April 15. Applicants must have everything completed—no “In Progress”. Expect to have 30 available slots. 3) LVN: Application deadline May 31. Expect to have ~200 applicants for 20 slots (based on having 2 instructors for program). However, looking to hire 3rd instructor and, if they do, they can take an add'l 10 students. Advise these 10 add'l students to come to first day of class and expect the best but prepare for the worst. Will select applicants by lottery June 16. Reminder: after this class is admitted, next class (S05) will have to adhere to new, higher assessment score admission criteria.
3. **Union Issues** McLean has agreed to work on negotiation team on behalf of Counselors. Very important that counselors be united and prepared for negotiations. Also, there's a PFT general membership meeting on Thursday, 4/10, from 3 to 5, at Laney Room G-189 to discuss, among other items, health care and salary issues.
4. **Articulation** See Artic Notes of this date. Update on ENGL 203A-B: CIC Chair has informed English Dept. Chair of procedure for adding ENGL 203B as add'l prerequisite for ENGL 1A. Important issue because ENGL 203A offered first time in F03 so students need to be advised that, unless procedure to add 203B as a prereq is completed by then, the only way to advance from 203B to 1A is by challenging the prerequisite.
5. **Other Issues**
McLean reported that PCCD Trustee Clifton had been hoping that the recent Counselor Board presentation would identify key issues and needs confronting counselors. Discussed best way to respond and agreed to suggest to other District counselors that a general meeting be convened to prepare a written response to Trustee Clifton and the rest of the Board. McLean will discuss this w/ counselors at other PCCD colleges and Merritt counselors will meet 4/7/03 to discuss further.
Important: Those who cannot attend 4/7 meeting should get written comments and suggestions to Shriver ASAP.

Meeting adjourned at 11:30 a.m.