

Counseling Department Meeting Minutes
Meeting of May 4, 2015

Meeting convened at 1:40 pm.

Present: Allen, Ciddio, Ilarde, McLean, Perez

I. East Bay Career Pathways Attendance

Ilarde announced the President's request to send a Counselor as a follow-up to the email Pantell said. All those present are already booked with student appointments and/or teaching.

II. COUN 207A for Castlemont High School

Ilarde will gather more information from Dr. Vasconcellos (i.e., term, times/days). Ciddio recommended Rosa Maria Garcia.

III. Other

a. Department Evaluation Schedule Update

- McLean – Webster submitted his self-evaluation on 4/30. Day still needs to submit his self-evaluation. McLean emailed Dr. Cedillo regarding the administrative evaluation. Ilarde asked if the VPSS needs the student evaluations for the administrative evaluation, and McLean responded that the administrator does not need the student evaluations to complete the administrative evaluation.
- Ilarde – still needs administrative and summary evaluation for Steffan; waiting on student evaluations from Ann Childress

b. 11-Month Contract – McLean wanted updated on 11-month contract. Ilarde reported that she and Pantell were meeting with the President on Monday, May 11th to get clarity on department data she mentioned at last week's meeting, as well as to discuss the 11-month contract. Ciddio expressed her interest in

requesting/obtaining an 11-month contract for the DSPS full-time Counselors who are expected to be hired. Ciddio said she would email the President. Ilarde said she would check with the President regarding the process/funding source for 11-month contracts for categorical programs.

- c. ETS Conference Update – Ilarde submitted a list of proposed attendees to Dr. Chavez last week. Will follow-up for final approval tomorrow.
- d. Leadership Survey – Ilarde and McLean reported as Academic Senators regarding last week’s Academic Senate special meeting, specifically regarding the discussion with the President at the meeting regarding the leadership survey results.

Meeting adjourned at 2:09 pm.