



Merritt College Counseling Department

Counselor Meeting Minutes
May 19, 2008

Meeting convened at 1:30 p.m. In attendance: Ciddio, Coplan, De Coursey, Ilarde, McLean, Scurry, Zielke, Mendez (intern). Guest: Barbara Joans, Anthropology

- 1. Anthropology** Joans gave an update on the ANTHR programs and courses and handed out informational pieces. Additional notes:
 - Students can take ANTHR II w/in 3-4 years of taking ANTHR I. Any questions about recency, encourage student to enroll and then tell them to talk to instructor
 - Based on counselor input, will try to offer ANTHR I during summer
 - Not all classes in department offered each term
- 2. Enrollment Brainstorming** Revisited topic to prepare for co-chairs meeting w/ administrators this Wednesday. Additional reasons:
 - ANTHR I, and probably other high-demand courses, not offered in summer
 - Students who see "Staff" listed as instructor often shy away from enrolling until instructor identified. Students talk and know the instructors they want and don't want.
 - Students now able to see enrollment numbers in Passport. When enrollments low, will enroll elsewhere, figuring that low-enrolled courses likely to be cancelled.
- 3. Transfer Report** Ilarde reported on add'l option for students w/ Bachelor's degree and distributed grid from SFSU. Will distribute to counseling faculty.
- 4. Articulation Report** Pantell reported on new majors and certificates, effective F08. Also distributed 08-09 advising sheets (now posted on web site). See artic report on web site.
- 5. New Business**
 - Discussed revising matric process for new students, including scheduling all new students for COUN 200A as part of matric process, similar to what's now done at COA. Agreed to convene task force in F08 to create new procedure. McLean, Zielke, Pantell, & Ilarde also agreed to serve on committee to develop new matric procedures for Welcome Day, August 15, 2008.
 - Discussed and confirmed COUN courses for M09.
 - Ciddio reported that she and Cliff Flamer, career counselors, are planning to offer more assessments in fall, particularly interest, aptitude, and personality assessments. Will publicize when arranged.
 - Entire department expressed thanks and gratitude to Zielke for 2 ½ years of extraordinary service to Counseling Department as co-chair.

Meeting adjourned at 3:05 p.m.