



Merritt College Counseling Department

Counselor Meeting Minutes
September 21, 2009

Meeting convened at 1:30 p.m. In attendance: Allen, Pantell, Mendez, Scurry, Ilarde, McLean, Zielke, Bettencourt, Coplan, De Coursey; Bueno, Denton, Elliott (interns).

1. **New Majors** Group clarified requirements for new majors (Liberal Arts [Cross-Cultural, Arts/Humanities, IGETC, CSU GE] , Humanities, & Social Behavioral Science. Agreed best way to look at (and explain to students) is that degree consists of 3 elements: 1) GE (IGETC or CSU GE), 2) major (Area of Emphasis w/ different groups) and, 3) additional requirements (Ethnic Studies, Computer Literacy, and units needed to get to 60). Task force convened (Ilarde, Pantell, Scurry) to develop advising guide for counselors.
2. **Transfer Report** Ilarde reported on progress of Transfer Day (September 24th). Expects good turnout of transfer reps but wants all counselors to spread the word to students. Will have two information sessions to give students in-depth info. Students prepared with sample questions to ask reps. ntell reviewed AAGE, CSU GE, IGETC, & 3GE advising sheets, noting key issues such as removal of ENGL courses below 1A from AAGE and American Institutions requirements for CSU. Refer to document noting changes for more details.
3. **Artic Report** Pantell reviewed items listed on Artic Report.
4. **Centro Latino Report** Zielke gave update on program. Expects to be hiring add'l hourly counselors. Unity High School very cooperative and steady outreach. Will be making presentation of program goals and accomplishments at 9/28 Counseling Department meeting. According to statistics (which may be incomplete), program served 192 students F08 and 274 students S09, mostly bilingual (Spanish) and limited English speakers. Goal is to increase latino population to 25% of total Merritt enrollment to qualify to become Hispanic Serving Institution.
2. **New Business**
 - Discussion of new Financial Aid form. Agree it's more of a guideline for students who are appealing and is the student's responsibility to complete. May involve having SEP prepared w/ counselor. Re: older form that students still bring to counseling, best information we have is that Financial Aid Office wants counselors to list degree applicable units (only) w/ GPA. Will invite Fin Aid personnel to future meeting to clarify.
 - Pantell announced Office of Instruction is requesting current syllabi from all counselors teaching COUN classes
 - MAP update. McLean reported on MAP Conference over the weekend. Unqualified success w/ strong turnout. Keynote speakers very complimentary and inspiring. Excellent student panel also very inspiring. McLean to travel w/ VPSS & President to Washington this week to make presentation at Congressional Black Caucus. Counseling Department expressed its appreciation and warmest compliments to McLean for his leadership of program.

Meeting adjourned at 3:15 p.m.