

**MERRITT COLLEGE  
COUNSELING DEPARTMENT  
MEETING MINUTES**



Date: 10/09/2017                      Time: 1:30 pm                      Location: R 112A

Attendees: Khoo, de Vito, Pantell, Allen, Ciddio, Scurry, Zielke, Ross, Salceda. Interns: Lydia Raya, Ashley Flores, Samantha Wong

<b>Allotted Time</b>	<b>Topic</b>	<b>Person(s) Responsible</b>
	<p>Unscheduled Guest:</p> <p>Collette Cowan SFSU visited our counseling meeting to provide updates on SFSU enrollment:</p> <ul style="list-style-type: none"> <li>- Her contact information is 415-338-2173 or <a href="mailto:cdc@sfsu.edu">cdc@sfsu.edu</a></li> <li>- Just call or email herto schedule an in-class presentation.</li> <li>- Her schedule is pretty full for fall but wide open in spring</li> </ul> <p>-Notes about specific majors:</p> <ul style="list-style-type: none"> <li>- Accounting is no longer impacted but will not take spring admits.</li> <li>- Cinema and Kinesiology are also “fall-only” majors.</li> <li>- Nursing has fall and spring admits and students can have one pre-req in progress the semester before admission. Students are better candidates if they take Chem 30B.</li> <li>- Industrial Design and Visual Communication Design have work that must be done one year in advance of application.</li> </ul> <p>-General notes about SFSU:</p> <ul style="list-style-type: none"> <li>- Completing the minimum requirements will get you accepted into all majors except those that are impacted.</li> <li>- The most common application error is students marking “30-60 units will be completed” instead of 60-90 units. They will be denied since they are considered lower division transfers.</li> <li>- If students tell us they had to list all of their high school and SAT info, that means they entered their information wrong and must go under extended profile to correct it.</li> <li>- -Vets can apply at any time with any number of units but it’s better for them to transfer at the junior level.</li> <li>- -When applying for an impacted major, the student’s second choice must be a non-impacted one.</li> </ul>	<p>Colette Cowan, SFSU</p>
	<p>Special guest speakers: Lydia, Ashley, and Angela</p> <p><i>Nursing Transfer Guide</i> Presentation of revised Nursing Transfer Guide. This will be available on the counselor webpage once the final revisions</p>	<p>Khoo</p>

	<p>are made. This guide is not to be given to students. It is for counselor use only.</p> <p><i>Transfer Day</i>  Transfer Day is this Thursday. Please help spread the word and bring your classes if you can.</p>	
	<p>Department supply request  Please let Lesley know by next Monday if you have any supply needs.</p>	Scurry
	<p>District-wide Online Orientation Task Force  Please let Lesley know if you would like to volunteer to serve on a committee that is developing the content of a PCCD common online orientation. Each college will be able to add campus specific information as well.</p>	Scurry
	<p>SARS Reporting  -EOPS and DSPS reported that they are using their program specific SARS codes in addition to fundable codes.  -SEPs are not being reported through SARS but through the creation of them in Peoplesoft so please no paper SEPs! They will not be counted for funding purposes.  -Merritt's SSSP orientation numbers are very low in comparison to other campuses. We will discuss this at the next meeting.</p>	Scurry
	<p>Announcements  - Chemistry Assessment: The Chemistry Faculty is working on implementing the California Chemistry Diagnostic which is a 44 item, multiple choice test. It is used at Chabot, Foothill, CCSF, etc. The test will be administered after state approval to help students decide if they need to learn the basic of Chemistry first (Chem 30A) before enrolling in more advanced ones Chem 1A, etc.). Jennifer Shanoski will provide more information at our next department meeting.  -Counseling SLO surveys: Collected 4. Need 96 more.  -Adjunct Counselor Observation/evaluation dates: please give Lesley an update on the dates you have planned each step of the evaluation process.</p>	Scurry

Merritt College Mission:

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy