



Merritt College Counseling Department

Counselor Meeting Minutes
October 15, 2007

Meeting convened at 1:00 p.m. In attendance: Zielke, Pantell, Allen, DeCoursey, McLean, Coplan, Ilarde, Mendez (intern). Guest: Al Shriver

1. **COUN Courses** Reviewed proposed COUN 30 & 230. Discussion about need for both and difference. Agreement that, though content is similar, scope and rigor are different between transfer and degree-applicable levels. Since 230 has ENGL 201B as Recommended Prep, expectation that students who don't assess into appropriate ENGL level should be advised to take 230. And, given the support needs of many of our students, no problem w/ them taking 30 after 230 to get more exposure to content.

Also reviewed proposed COUN 200A to be offered January 7, 8, & 9, 2008, 3 hours each class meeting. Agreed to offer two sections: 9-12 a.m. and 5:30-8:30 p.m. to reach all students. McLean and Allen agreed to each teach a section. Targeted for students on dismissal status and probationary at counselor's discretion. Agreement that all dismissal-status students must attend (all 3 class meetings--and stay entire time) to pass. Discussed sending letter to all students currently on dismissal status. Decision to invite VP Herring to next counselor meeting to coordinate departmental policies about probationary and dismissed students. Need to communicate w/ Office of Instruction once logistics determined.

2. **Transfer Report** Ilarde reported on campus activities:

- Recruiting students for team leaders on Transfer Day (October 30, 2007). Students will receive certificate of recognition and also have good experience to list on application personal statement.
- Ilarde presenting workshop on "How to Transfer to a 4-Year University" October 23, 2007. Guest presenter is Norris Cooper from Admissions Office at CSU MB.
- See Transfer Center page on Counselor web site for additional information and event listings.

3. **New Business**

- Discussed District A&R's agreement to accept and process late petitions but will get to them as they can.
- McLean reported on Historically Black Colleges Transfer day at CCSF 10/10/07. Very good turnout from all over Bay Area. Many reps from HBCU colleges.

Meeting adjourned at 2:30 p.m.