

**MERRITT COLLEGE  
MEETING MINUTES**



**COUNSELING DEPARTMENT**

Date: 10/16/2017      Time: 1:30 pm      Location: R 112A

Attendees: Allen, de Vito, Khoo, Pantell, Zielke, Salcedo, Moy, Ross, Perez, Scurry, Wong (Intern)

Allotted Time	Topic	Person(s) Responsible
	<p>Special guest: Jennifer Shanoski</p> <p><i>Chemistry Update</i> Chem 30A is recommended to be taken prior to Chem 1A unless the student is a strong student who has taken pre-calculus in high school as well as a Chemistry class. There is a link to the Chemistry Course Advising Sheet on the counselor webpage. Chem 1A has a 50% success rate. Chem 30A will become an official prerequisite for Chem 1A in the future. The Chemistry faculty is working on implementing the California Chemistry Diagnostic Test so students can skip the prerequisite. The test is 44 items, multiple choice and is used at Foothill, Chabot and CCSF. The new test will be administered following state approval.</p> <p><i>PFT Membership Update</i> Janus v. AFSCME is a case challenging the union’s right to collect fair share fees in the public sector. It would preserve the responsibility of unions to represent unit members but eliminate the fees paid by non-members. This will reduce the financial resources the PFT uses to defend our members and to fight for quality public education in the Peralta Community Colleges. Should the U.S. Supreme Court rule in favor of Janus the PFT estimates that it will lose approximately 30% of its memberships. It’s more important than ever for faculty (instructional, counselors, nurses, and librarians) in the Peralta Colleges to be fully engaged and committed members of our union, the Peralta Federation of Teachers. We will be engaging in a membership drive and member activities to make our union even stronger so that we can continue to fight for our rights to quality working conditions, salaries and benefits. Please become a union member by completing a membership form. See <a href="http://www.pft1603.org">www.pft1603.org</a> for more information.</p> <p><i>National Institutes of Health (NIH) Bridges to Baccalaureate Program Update</i> The CAL Bridges Fellows Program is a paid summer internship program at UCB. Here is a brief description: <i>We are a unique, holistic, multi-year program. We provide you with research experiences, academic enrichment, prepare you to successfully transfer to a top institution in a biomedical science-related field, and continue to support you after you transfer, through your time at a four year college or university until you graduate.</i></p>	<p>Shanoski</p>

	<p>NIH has free one on one tutoring, free transfer application preparation and other perks for pre-med, pre-vet or even psych majors who want to do research and have exposure to science in a lab, doing research. Chemical engineering majors may apply as well. More information can be found on the counselor website under Financial Aid/Scholarships on the <a href="#">Advising Information and Resources page</a>.</p>	
	<p>Articulation Report: Refer to Articulation Notes.</p> <p>Revised English &amp; Math Sequence Chart: Feedback given. Forms will be sent to productions following revision.</p>	Pantell
	<p>Representatives Needed -Board of Registered Nursing More information is needed.</p> <p>-Curricunet Meta Module Building Committee Let Marty know by Wednesday if you are interested in helping to build what counseling needs into the design of the program. This will be a working meeting to develop a template that will be student services friendly. Marty will be a part of the team and Khoo, Perez, and Allen are potentially interested.</p> <p>-District-wide Online Orientation Task Force <i>The goal is to develop a PCCD standard orientation that will have campus specific information contained at the end. The task force will be charged with deciding the content. This will most likely begin in the Spring semester.</i> Scurry will be on this task force.</p>	Scurry/Zielke
	<p>CFT Update -Progress Probation -Initial Transcript Evaluations -Planned classes on SEPs -Repeated classes</p> <p><b>TABLED UNTIL OUR NEXT MEETING</b></p>	Pantell/Scurry
	<p>General Updates -Chancellors Forum <b>TABLED UNTIL OUR NEXT MEETING</b> -Flex day events/presentation ideas for counselors? <i>I'm writing to solicit input for mid-semester Flex Day events or presentations that may be of particular interest to Counseling. It could be a workshop or training session in the afternoon or a presentation in front of everyone in R-110. If you have an idea for something specific, please let me know. Ideas that are less concrete are also fine, but given that the 26th is Flex Day, such items might slip into next semester's Flex Days. –Tom Renbarger</i></p> <p>One suggestion is to have a time to work on reports such as APUs and SLOs, like a study hall environment.</p>	Scurry/Zielke
	<p>Counseling APUs Counseling's APU is complete. Both counseling classes and services are included. Zielke will email the committee list to all counselors to be updated.</p>	All

	<p>SSSP Issues</p> <ul style="list-style-type: none"> <li>-Reminder: SEPs are not being reported through SARS but through the creation of them in Peoplesoft</li> <li>-SSSP Summary Report. Discussion re: low orientation numbers. TABLED UNTIL OUR NEXT MEETING</li> <li>-Assessment Update</li> </ul> <p>Assessment will resume this week. Please be sure and give students their assessment results which are stapled to the pink sheet. Students who are exempt from assessment are not exempt from orientation. Please double check the online orientation verification to make sure that the student's name and SID are accurate.</p>	Scurry
	<p>Standing Items:</p> <ol style="list-style-type: none"> <li>1. Reports from programs: <ul style="list-style-type: none"> <li>Puente, Sankofa, FYE, Veterans, DSPS, EOPS, Athletics, Transfer Center, Centro Latino, etc.</li> </ul> </li> <li>Transfer Day was a huge success. 10 UC's came and 4 CSUs. Thank you Angela and thank you everyone!</li> <li>2. Reports from committee's counselors are on.</li> <li>3. SLOs:</li> </ol> <p>Reminder: Need to schedule appointments with Marty:</p> <ul style="list-style-type: none"> <li>- For your classes</li> <li>- For your program. What SLOs to measure; any changes what instrument to use to assess them?</li> <li>-Update on Counseling Department SLO survey = 4</li> </ul> <p>TABLED UNTIL OUR NEXT MEETING</p>	All
3:00	<p>Announcements</p> <ul style="list-style-type: none"> <li>-On October 26<sup>th</sup>, professional day, all instructors are invited to an ILO presentation for counseling classes. Please plan to attend.</li> <li>-Please provide Lesley with any new dates for the adjunct evaluations.</li> <li>-Last call for supply request. Please provide them by 3:30 today.</li> <li>-2017-2019 local GE Worksheets have been updated and are on the W drive.</li> </ul>	All

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