



Merritt College Counseling Department

Counselor Meeting Minutes
October 21, 2013

Meeting convened at 1:30 p.m. In attendance: Allen, Pantell, McLean, Zielke, Scurry.

1. 3SP Planning Continued planning of 3SP implementation. Updates:

- Allen checked on EOPS. Coordinator hadn't heard of any mandates re: 3SP related to EOPS.
- Pantell checked w/ CalWORKS and they're interested in offering COUN 200A-B but unsure how it will affect load of counselors. Will look into this and report back.
- Scurry waiting to check w/ administration until all questions for them are identified. Discussion identified question about whether counselors could/should teach COUN 200A-B as part of load (i.e. during 11th Month days) or as extra service.
- Ilarde checked into offering COUN 200A-B online & was told instructor needs to be "certified" by taking 2 EDT courses and course needs to have Distance Ed Addendum added to outline in CurricUNET if not already there.

Next Steps: 1) Scurry will check w/ administration re: charging tuition for "mandatory" enrollment; 2) Allen w/ check again whether EOPS would be interested in offering COUN 200A-B as part of existing orientation even if not mandated; 3) check w/ Nelson about DSPS offering any sections of COUN 200A-B; 4) Allen/Pantell will submit DE Addendum for COUN 200A-B to Curriculum Committee; 5) next meeting will try to develop final plan for COUN 200A-B, including who will teach which sections and when (days/hours per week).

2. PCCD Counseling Meeting Planning Continued planning for meeting October 30th in P-307 from 8:30 to 2. Scurry will take minutes from 9-10; Zielke will take minutes from 10-Noon; Khoo will be asked to take minutes for remainder. McLean will prepare Merritt sign-up sheet. Pantell will invite administrator (President? new VPSS?) to deliver opening welcome. Check w/ Ilarde about status w/ food.

3. Topics

- Again reviewed details of 13-14 evaluation schedule. Counselors will get dates already completed and scheduled to Pantell for master schedule.
- Scurry reminded all about [PCCD Administrative Procedure 4100](#) which states that anyone completing a Bachelor's Degree from a regionally accredited institution has satisfied the PCCD General Education requirements for a degree.
- Discussion about students receiving letters notifying them that hard Matric hold that was erroneously removed for F13 has been re-instated. Letter is not dated or signed and causing a lot of anxiety and confusion w/ students.
- Scurry announced another apparent glitch in transcript query: for D grades, it apparently counts the units twice in total units. Pantell and Scurry will bring to CFT.
- Zielke announced a pilot program between OUSD and PCCD to allow high school students entering health academy to use cumulative HS GPA for English placement (replacing COMPASS assessment).

Meeting adjourned at 2:45 p.m.