



Merritt College Counseling Department

Counselor Meeting Minutes
October 31, 2005

Meeting convened at 1:30 p.m. In attendance: Shriver, Zielke, Blackwell, Crutchfield, Pantell, Taylor, White, Scurry. Guest: Ana Costa from Eastwood-Stein.

1. **Court Reporting** Costa presented on the field of court reporting. Discussed local training sites, which take from 3-6 years to complete (full or part time). As of 1/1/06, all public broadcasts must be closed-captioned, making for a good labor market, especially w/ current shortage. Rigorous program. Need to be able to report at 200 wpm to pass certification exam. Full-time work (40 hpw) usually starts at about \$40K/year. Can make more if willing to work longer hours. Requires excellent spelling, grammar, punctuation, and writing skills.
2. **Transfer Report** Blackwell reminded counselors about Transfer Day November 1. Expecting good turnout of local and non-local schools. Also expecting high school students from feeder high schools.
3. **Articulation Report** Pantell gave artic report posted on web site.
4. **New Business**
 - Shriver again led discussion about election for Counseling Department Co-chairs to take place in next few weeks for S06. Zielke has agreed to co-chair. Others should think about co-chairing if they're willing.

Meeting adjourned at 3:15 p.m.