



MERRITT COLLEGE

COUNSELING DEPARTMENT

MEETING MINUTES

Date: 11/5/2018	Time: 1:30 pm	Location: R 112A
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Attendees: Ross, Ciddio, Moy, de Vito, Zielke, Scurry, Allen, Perez, Salceda

Allotted Time	Topic	Person(s) Responsible
1:30-1:45	<p>AB705 Implementation</p> <p><i>Michelle Lee runs Math Jam and it will be offered for Winter session with no post-assessment afterward. The dates are Tue 01/08 - Fri 01/11, 2019, from 9 am – 2 pm, at P218. Math Jam is designed to help students progress to transfer level math courses in a much shorter time. Since most students will go into Math 13 now, Math Jam will work as a ‘refresher”. Student’s invest 5 hrs per day for 4 days to gain a stronger understanding of fundamental mathematical concepts. Innovative math software, smaller class size, and an abundance of peer tutors during Winter Math Jam help improve basic math skills quickly. Math Jam is a FREE program to help students get a jump start on their spring semester math course. Participants must be Peralta Community College District Students. To sign up contact Minyoung(Michelle) Lee at minyounglee@peralta.edu. Going forward, Math Jam may turn into a prep course for Statistics.</i></p> <p><i>In Spring/19 there will be two sections of Math 13 with support. One taught by Lawson and the other by Shah. If these fill, more can be added. In fall/19 there will be 17 sections of Math 13 (9 with support and 8 without support). Currently the support classes are 1 unit (30 minutes added to the class) but in the fall they will be 2 units (1 hour following the class). The support class is not a free standing class and students must take the support class associated with the Math 13 instructor. The new courses are going through the approval process now.</i></p>	Lawson

	<p><i>Also, there will only be one Math 203 in the fall (to accommodate Merritt's ADN program) and no lower level Math courses.</i></p> <p><i>Less than one percent of STEM students have not taken intermediate algebra. If you have a student who did not take Algebra 2 in High School or a Math 203 with us, have the student take Math 13 in their first semester so that they will complete a transfer level math course in their first semester, then Math 1 in the second semester to start them in the calculus pathway.</i></p> <p><i>Fall 2019: only one Math 203 class will be offered to accommodate Merritt's ADN applicants. In the summer Math 202 will be offered. There will be no other non-transferable Math classes offered after Spring 2019.</i></p>	
1:45-1:55	<p>Learning Center</p> <p><i>Presenter was unable to attend. To be rescheduled</i></p>	Santana/Lopez
1:55-2:05	<p>Office Security</p> <p><i>Make sure that your students check in at the front desk before proceeding to your office.</i></p> <p><i>Also, make sure the back door closes fully when you enter and exit the building.</i></p>	Scurry
2:05-2:15	<p>Super Saturdays and evening availability Jan 2019</p> <p><i>Calendar solidified. Thanks to all.</i></p>	Scurry
2:15-2:25	<p>Buses for 4-yr university trips</p> <p><i>General counseling and the categorical programs will unite to request money for buses to take students on trips. SEA funds can be requested to assist in the colleges goal of improving transfer rates.</i></p>	Zielke
2:25-2:35	<p>Standing Items:</p> <p>1. Reports from programs: Puate, Sankofa, FYE, Veterans, SAS, EOPS, Athletics, Transfer Center, Centro Latino, 3SP, etc.</p> <p><i>FYE: Students will be attending CSUEB on Thursday.</i></p> <p><i>EOPS: Open for Spring through the end of this semester. The deadline may be extended.</i></p>	All

2:35-2:40	<p>Standing Items:</p> <p>2. Committee reports <i>de Vito provided an update.</i></p>	All
2:40-2:55	<p>Standing Item:</p> <p>3. SLOs: Program review is available online. Anyone having trouble accessing? SLOs portion almost completed, just need feedback from instructors letting us know what was learned from assessing each class.</p> <p><i>4. Please make sure you can access the program review. If you cannot, please email the chairs and we will send one email requesting access for all who don't have it.</i></p>	Zielke
2:55-3:00	<p>Announcements</p> <p><i>Mary will give flyers for the LRNRE class.</i></p> <p><i>Marty will resend the math placement grid.</i></p>	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