

**MERRITT COLLEGE
MEETING MINUTES**



COUNSELING DEPARTMENT

Date: 11/6/2017 Time: 1:30 pm Location: R 112A

Attendees: Moy, de Vito, Ciddio, Zielke, Dross, Scurry, Salceda, Perez, Wong (Intern)

Allotted Time	Topic	Person(s) Responsible
	<p><i>Facilities Master Plan Forum Update</i> Frances provided a time table and map of the architectural plans. The plans include rebuilding Horticulture; building a brand new building to Child Dev and Art to it. Bldg A will eventually be demolished. Buildings D E and F will have a major remodel done. Buildings P Q and R will have minor work done. An immediate goal is to allow the campus to use the first floor of the D building and possibly move there the bookstore, health center, and other services. This all depends on passing a measure bond to obtain the funds.</p>	Moy
	<p><i>Catalog Rights</i> A student with an AA/AS degree under an old catalog loses their catalog rights if they pursue a new degree and there is a new catalog for it.</p>	Scurry
	<p><i>Spring Counseling Courses needing instructors</i></p> <ul style="list-style-type: none"> - Salvation Army: Coun 24 Tuesdays 6-8pm Spring 2018 Parking will be available in the building if anyone is interested. - Bridges to Health Careers: This is 4 units total and will be taught at Merritt. The class includes Coun 200A & B (1 unit) and 207 (3 units). - East Oakland Youth and Development Center: Coun 24. Taught at their site. <p>Please let Marty know by Friday if you are interested in teaching any of these classes.</p>	Zielke
	<p><i>BSSOT Grant Meeting</i> "We meet every other Monday 11am-12pm in the Learning Center conference room. Our next meeting is 11/20. It would be great to have the Counseling department represented as many of the topics touched on by the grant have to do with counseling, including a provision for embedded counselors in the new BSSOT accelerated courses." –Dan Lawson The committee wants to explore the best way for the grant to incorporate counseling services for Basics Skills students.</p> <p>Mary volunteered to serve on this committee.</p>	Ciddio
	<p><i>SLO Survey Revision</i> Two corrections/additions were noted and Steve will revise it for us.</p>	Pantell

	<p><i>ILO Forms</i> (for people who are going to participate) Frances and Rosa will be evaluating their classes and Mary will evaluate the DSPS program.</p>	Zielke
	<p><i>SSSP</i> <i>SARS Codes</i> Use Assess and Orient but not for old assessment results for returning students. Do use exempt form so we can exempt them from assessment if eligible.</p> <p><i>AB 705 Update</i> We are going to phase into these changes (and out of assessment). For now we'll keep doing assessment for Spring. However we will focus heavily on using HS transcripts.</p> <p>Please see Lesley for further clarification.</p>	Scurry
	<p><i>Back door of counseling office</i> Please do not allow students to use the back door to exit. We had an incident (person with hood and mask on Halloween who would not remove the mask going into the back offices) that has led to this change of practice. And please do not prop open the door for our safety.</p>	All
	<p>Standing Items: 1. <i>Reports from programs:</i> Puente, Sankofa, FYE, Veterans, DSPS, EOPS, Athletics, Transfer Center, Centro Latino, etc.</p> <p>DSPS is changing their name to Accessibility Program. The goal is to have an announcement by spring flex days. DSPS is developing more noncredit classes for Math, English, and Career Exploration. They are also applying for CE funding</p> <p>2. <i>Committee Reports</i></p> <p>Financial Aid Appeal Committee: Please make notes on the CSEPs as appropriate regarding unit load or goal. What's changed in the student's circumstances that they should be more successful at completing a full load of classes, for example.</p> <p>3. SLOs: -Update on Counseling Department SLO surveys = 4</p>	All
	<p>Announcements -Please provide Lesley with any new dates for the adjunct evaluations. The completed evals are due Dec. 1st. -ELEV8 Program flyer handed out during the meeting and distributed in adjunct boxes.</p>	All

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