



Merritt College Counseling Department

Counselor Meeting Minutes
November 19, 2007

Meeting convened at 1:00 p.m. In attendance: Zielke, Ilarde, Pantell, Scurry, Coplan, De Coursey, Mendez (intern). Guest: Rachael, RWD Technologies (PeopleSoft Conversion)

1. **PeopleSoft Conversion** Litonjua-Witt gave slide presentation of new student records system, covering information students and faculty will have access to. Also covered grade submission process for instructors. Phase I to roll-out April, 2008. Phase II will occur thereafter for de-bugging.
2. **Transfer Center Report** Ilarde gave update on Transfer Day. 30 colleges sent representatives. 150 Merritt students attended (or roughly 18-19% of students enrolled in classes on that day). College reps were generally pleased w/ turnout but noted that many students were interested in specific programs, such as Nursing. Suggestion to invite reps from those programs to attend next year along w/ general admissions reps.
3. **New Business**
 - Zielke led discussion about COUN courses that might be offered during Winter Intersession. Given that we're already offering 2 sections of 200A, and the late notice, agreement to stay with those 2 sections as the only COUN courses.

Meeting adjourned at 2:30 p.m.