



Merritt College Counseling Department

Counselor Meeting Minutes
September 9, 2002

1. Welcome to Cie Jae Allen, our new EOPS Counselor. Seems to have hit the ground running, working well w/ students during our busiest time, Fall enrollment. WELCOME!
2. VP Ferro discussed our request for 2 new counseling positions: 1 Retention/Outreach Counselor (working to implement retention strategies and helping implement Project Access initiatives) and 1 Vocational Program Counselor (working closely w/ Allied Health, LANHT, etc. to smooth enrollments and other issues that consistently occur). Expect to see memo outlining process for eventual decision about faculty allocations.
3. Artic report. This year, we'll have an artic report at each Counselor meeting, supported by artic notes (handed out at meeting and posted on web site). Will also try to take and post minutes of Counselor meeting on web site. Handed out ASSIST card. Request for counselors to use it themselves, and give it out to students, while we road test it before doing a final and large printing. Give feedback to Pantell.
4. Transfer Center News. Some key dates to be aware of: 9/14 is UC Counselor Conference at Berkeley; 9/18 is CSU Counselor Conference at CSU, Hayward; 9/19 is UC Counselor Breakfast at Berkeley; 9/20 is Transfer Advisory Board Meeting 10/29 is Transfer Day. Also, Kimm will try to schedule transfer in-service for Counselors this year to make sure we're all up to speed on crucial transfer issues.