



## Merritt College Counseling Department

Counselor Meeting Minutes  
February 3, 2014

Meeting convened at 1:40 p.m. In attendance: McLean, Allen, Scurry, Zielke, Khoo, Perez, Pantell and Ilarde.

1. **VPSS Update:** Pantell & Scurry gave brief update of first meeting w/ interim VPSS Trotter. Mentioned emphasis on issues affecting accreditation (SLOs, etc.), budget issues, bi-weekly meetings w/ Student Services, etc. Dr. Trotter to attend department meeting next week.
2. **Evaluation Schedule Update:** Dates/actions needed for following:
  - . Hourly counselors: Purbaugh (by Allen)—Summary & date; Beall (by Ilarde)—Observation, Student Evals, Self-Eval, Admin Eval, Summary
  - . Contract: Ilarde (by Scurry)—Observation, Student Evals, Self Eval, Admin Eval, Summary; Pantell (by Zielke)—Student Evals, Admin Eval, Summary; Zielke (by Khoo)—Self Eval, Admin Eval, Summary
  - . Instructors: Allen (by McLean)—Summary; McLean (by Allen)—Summary; Ciddio (by Khoo)—Admin Eval, Summary
3. **COUN SLO Assessment:** Pantell reported on status of assessments after discussion w/ Jennifer Shanoski from SLOAC. Many assessments are roll-overs from previous years. Need to update those w/ current, realistic assessment information.
4. **COUN Outline Updates:** Pantell reported all active outlines now current in CurricUNET.
5. **Department SLO Assessment:** Now at 19 completed. Need 100 by end of S14.
6. **Program Updates**
  - Transfer Center:* Tanya sent out a preliminary calendar but will finalize this by the end of the week. She is also revisiting the number of workshops offered. Let her know if students are asking the same questions over and over which might indicate a need for a workshop being offered. Coun 221 is a late start class and is still open. It's online. We must teach our students how to access moodle. Lastly, the transfer advisory center meeting is April 29<sup>th</sup>.
  - Athletics:* Please encourage all student athletes to see Angela. If you have seen a student athlete, please give Angela a copy of the SEP.
  - Centro Latino:* Marty will be going to the Fruitvale Center this week. She is currently planning outreach, has created SLOs and will be planning assessment instruments.
  - MAP:* There will be a meeting soon to discuss re-implementing it. There will be a different name. Jason Seals will begin tutoring student athletes in the MAP office soon. Carlos is also working on community outreach to high schools.
  - EOPS:* EOPS is currently closed until Fall 2014.
  - 3SP:* Only late start Coun 200A classes were not cancelled. More planning will occur with updates forthcoming.

Meeting adjourned at 3:00 p.m.