

**Meeting Minutes**  
**MERRITT COLLEGE COUNSELING DEPARTMENT**

Date: 2/3/2020	Time: 1:30 pm	Location: R 112A
----------------	---------------	------------------

Attendees: Ciddio, de Vito, Allen, Scurry, Perez, Ross, Moy, Khoo, Zielke

Allotted Time	Topic	Person(s) Responsible
1:30-1:45	<p>East Bay Community Law Center (EBCLC)  <a href="http://www.ebclc.org">www.ebclc.org</a>  <i>EBCLC will be on campus throughout this semester. The days and times will be forthcoming. They offer immigration consultation and other services for free. EBCLC takes a holistic approach to immigration clients by providing three main services at Merritt: consultation, full representation if they qualify for a remedy and community rights presentations related to immigration. They will offer an online appointment system and have a designated email address which is <a href="mailto:merrittlegal@ebclc.org">merrittlegal@ebclc.org</a>. They will be on campus two days a week. All conversations are private but the questions they discuss will include questions on health status, criminal history, etc. There is an income threshold. EBCLC also has a social work practice and can help with referrals regarding housing, health insurance, public benefits, etc.</i></p>	<p>Ramon Becerra Alcantar And Melissa Phatharanavik</p>
1:40-1:45	<p>In reach and Outreach Opportunities:            -ASMC Campus Soiree  <i>deVito volunteered to participate in the event to discuss graduation requirements, etc.</i>            -Street Academy March/April Tuesday or Thursday  <i>No volunteers</i></p>	<p>Perez/Scurry</p>
1:45-1:55	<p>Peak Registration Debrief  <i>-We seem to have seen a lot of non Merritt students. Some students said that another PCCD campus does not offer drop in counseling and were sending students to Merritt.</i>  <i>-Second week of peak was slow.</i>  <i>-Better triage at the front desk is needed. An idea is to have a counselor at the front desk to triage and a counselor next door to counseling to clear milestones.</i></p>	<p>All</p>

1:55-2:05	District Wide Counseling Meeting <i>-Meeting will be on April 8th.  -Signature programs at each campus is a topic to consider having on the agenda as well as an AB705 update, the online counseling pilot update and the latest information on student learning styles.</i>	All
2:05-2:15	Standing Items: 1. Reports from programs: Puente, Sankofa, FYE, Veterans, SAS, EOPS, Transfer Center, Centro Latino, etc. <i>None</i>	All
2:15-2:20	2. Committee Reports <i>Ciddio is on the DE and non credit committees.</i>	
2:20-2:25	3. SLOAC Counseling Surveys (need 100) <i>We need 100 surveys to complete our assessment. We will place 10 in each counselor's box including the adjuncts.  Please begin passing them out now.</i>	
2:25	Announcements -Adjunct and Tenured Eval Updates: let us know if you have any updates. Dr. Chavez is doing all admin evals. -Board Meeting tomorrow 2/4 @ 6:30pm. Anyone going? LS and Sd went in December. <i>No one is going</i> - <i>Guided Pathways gave FYE, Puente, Sankofa and the Learning Center \$15K to support these programs.</i>	All