

MERRITT COLLEGE  
MEETING MINUTES



COUNSELING DEPARTMENT

Date: 2/12/2018 Time: 1:30 pm Location: R 112A

Attendees: Allen, de Vito, Khoo, Perez, Ross, Salceda, Scurry

Allotted Time	Topic	Person(s) Responsible
	<p>High school counselor financial aid training planned to be hosted at Merritt during the Fall.</p> <p><i>On 9/28/18 there will be a financial aid training for approximately 100-150 high school counselors at the Student Lounge. It will include information on most recent changes, Dream Act application, etc. The training is open for us to attend. It's all day and free.</i></p>	Perez
	<p>AP 4100 for international transcripts.</p> <p><i>Students who want the local AA degree and who have accredited and evaluated foreign equivalent Bachelor's degrees do not need to take our GE courses, including Engl 1A for most majors. Some majors have specific course requirements, such as Nursing, that still need to be satisfied. Foreign Bachelor's will not satisfy the AA-T and AS-T requirements however.</i></p>	Khoo
	<p>Standing Items:</p> <p>1. Reports from programs: Puente, Sankofa, FYE, Veterans, DSPS, EOPS, Athletics, Transfer Center, Centro Latino, 3SP, etc.</p> <p><i>-Outreach is occurring to <b>Oakland Promise Students</b>. Counselors would like more information about Oakland Promise. Lesley will provide this at the next meeting.</i></p> <p><i>-3SP: Students with delayed writing sample results are given a time and day to pick up their results from Minh <b>in the lab where they took the assessment</b>. If you see a student inquiring about their results, ask them when they are supposed to pick them up. If they are not sure, see Minh or refer them back to Minh. Also, the president's message has been updated on the online orientation. Other companies are being researched for a new online orientation.</i></p> <p><i>-TRANSFER: Angela will create a google doc similar to the summer grad list so we can enter information about students who were accepted into universities.</i></p> <p><i>-EOPS: Applications are still being accepted.</i></p> <p><i>-PUENTE: Students will be visiting UCB next Wednesday for a tour, TAP presentation and student panel from 8:30-3:00. March 7-9 is the National Conference.</i></p> <p><i>-VETERANS: March 1<sup>st</sup> will be a training in Sacramento that Stefani will attend. Leanna is a Vet and is helping with Vets.</i></p> <p><i>-SANKOFA: A2MEND meeting 2/28-3/2 that Derrick will attend. Umoja will be at UCD in April.</i></p>	All

	<i>FYE: The students are excited about the ROPES activity (see last meetings minutes). Outreach to Oakland International HS students occurred last Wednesday. There were 85 students at Merritt who took a campus tour and observed a student panel.</i>	
	<p>Standing Items:</p> <p>2. Committee reports</p> <p>-CEMPC: <i>There is a proposal in place to create and Office of Institutional Research that will include 3 researchers, an Associate Dean, and clerical support.</i></p> <p><i>Also the Professional Development Committee has a budget that's available to us but is not being used very often. If interested in submitting a proposal, complete the application on Merritt's website. There may be a delay in receiving reimbursement, however.</i></p> <p>- CFT Update: <i>ONEPeralta &amp; Projects list</i></p> <p><i>The projects list was distributed:</i></p> <p>1) <i>Progress probation is now accurately being reflected on student's records.</i></p> <p>2) <i>Course repetition cleanup is on hold. Email scortez if student's GPA is inaccurate due to repeats.</i></p> <p>3) <i>Financial Aid eligible majors are now flagged with an asterisk on the Enrollment Survey and in the counselor and admissions pages.</i></p> <p>4) <i>Error has been fixed and students are unable to enroll in classes for which they have the pre-requisites in progress.</i></p> <p><i>ONEPeralta is a "business transformation project that will streamline our student and administrative processes, leading to a better student and staff experience." Workshops are being held now for research and development.</i></p>	All
	<p>Standing Item:</p> <p>3. SLOs: <i>44 total surveys received. 100 are needed.</i></p> <p>4. Migration to Curricunet :<i>Cynthia will train us at our March 5<sup>th</sup> department meeting)</i></p> <p>5. SLOs for courses: <i>Need to assess the following courses</i></p> <p><i>SLOs this Spring 2018: Coun 30 #2 &amp; #3: Zielke and Khoo; Coun 221 #1, #2, #3, #4: all Salceda.</i></p>	Zielke
	<p>Announcements</p> <p><i>A question about COPED 450 was raised and Lesley will respond at the next meeting.</i></p> <p><i>When evaluating an AA-T in Sociology degree, pay attention to the following: <b>LIST B: Select ONE course (3 units) from the following (or any course not already used above)</b></i></p> <p><i>You can use other courses listed on the evaluation sheet that were not already used. You do not just have to use ones listed in B.</i></p>	All

Merritt College Mission: The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy