

MERRITT COLLEGE

COUNSELING DEPARTMENT MEETING MINUTES

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

Allotted Time	Торіс	Person(s) Responsible
1:30-1:40	Business/Economics/Real Estate There is competition in Real Estate from "cheap" online courses that do not develop people skills nor form a network of like-minded people. To increase enrollment and retention rates at Merritt, counselors suggested offering both face to face and online options for both Real Estate and Business classes. Night classes would be helpful since most interested real estate students are working and pursuing a second career option. The three weekend in a row classes used to fill. It was also recommended to advertise pass rates for Merritt students when they take the salesperson and broker exams. Guy did not think that information would be easily obtained. A Drone Club is being created for students. The Real Estate club is active. An Entrepreneur/Independent Contractor Program is being considered for development.	Guy Forkner & Carl Ogden
1:40-1:45	Committee List 11 counselors are on 76 committees with 120 participants total (due to multiple counselors being on the same committee).	Zielke
1:45-1:55	Update on Starfish So far the list of students with alerts/"flags" for third outreach attempt is seven students. Our counselor Will has only been able to schedule an appointment with one student and another one hung up on him. He will follow up with emails to all students. A text message option should be available around April.	Zielke

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1:55-2:00	MyPath: There are several counselors who are going to attend the webinar on March 13 at 12-2? Lunch will be served at the district, but you can also participate from your office computer.	Scurry
2:00-2:15	Standing Items: 1. Reports from programs: Puente, Sankofa, FYE, Veterans, SAS, EOPS, Athletics, Transfer Center, Centro Latino, SEA, etc. Transfer: Wilton is our SFSU rep until Collette returns. Please send students to him for appointments which can be made by signing up in a binder at the welcome center. He has two more visits this semester. AD-T verifications are completed by admissions. If you get a student between now and March 15th who needs to be AD-T certified, send them to Marisol to see if she can assist them. The portal closes on March 15th. UCSC is coming March 25th. Encourage all students who qualify to petition for the CSU GE Breadth Certificate to help with our completion rates. SAS: Ciddio and Moy will be at a trauma workshop in Sac 3/24. Moy makes tenure 3/12! Financial Aid Appeals: Fin Aid won't accept CSEP's that are noted as follow-up. They will only accept Comprehensive. This is how we were taught to note revising the CSEP for 3SP funding purposes. Since we are no longer funded through 3SP, it is fine to discontinue using the Follow-Up button.	All
2:15-2:25	Standing Items: 2. Committee reports -Strategic Enrollment Management: The committee is looking at data on enrollment management strategies.	All
2:25-2:35	Standing Item: 3. SLOAC report - Handy dandy links and videos are very useful - Timeline is being revised 4. Survey count = 43/100	Zielke

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2:35	Announcements	All
	CCSF has a two semester Pharmacy Technician program.	
	The next (and last) orientation is April 9th. Students must	
	attend an orientation to apply. For more information call	
	Ronda Lowe at 415-561-1819 or email rlowe@ccsf.edu.	