

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

<p><b>Date: 4/26/2021</b>                      <b>Time: 1:30 pm</b></p> <p><b>zoom link for department meeting:</b>  <a href="https://cccconfer.zoom.us/j/94658173482?pwd=cDg1N01BbE0wWmE2N2xFS2pxOEx2UT09&amp;from=msft">https://cccconfer.zoom.us/j/94658173482?pwd=cDg1N01BbE0wWmE2N2xFS2pxOEx2UT09&amp;from=msft</a></p>
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Attendees: Salceda, Ciddio, Allen, E. Ross, Perez, Alturk, DeVito, Moy, Clipper-Willis, Cheah, Scurry, D. Ross, Pantell, Khoo, Murphy, Amboy, Giorgi, Ives.

Allotted Time	Topic	Person(s) Responsible
1:30-1:40pm	<p>Check-in  <i>-Counseling team used the time to check in with one another.</i></p>	All
1:40-1:45pm	<p>Dean’s Corner  <i>-Cranium Café Training – Scheduled for May 17<sup>th</sup>.</i>  <i>-Plans for Fall 2021 – Counseling will remain online.</i></p>	Rosa and Jose
1:45pm – 2:15pm	<p><b>MEDAS</b>  <i>-Jon Murphy provided updates related to the Medical Assisting Program. A word document highlighting the updates will be e-mailed to the counseling team.</i>  <i>--Certificate programs are now Certificates of Achievement.</i>  <i>--Certificates of Achievement include: Clinical Medical Assisting, Administrative Medical Assisting, and Health Navigator.</i>  <i>--New certificate programs are listed in the college catalog.</i></p> <p><b>Biosciences</b>  <i>-Dr. Gisele Giorgi and Feather Ives provided updates related to Biosciences.</i>  <i>--An overview of the website was provided:</i>  <a href="https://www.merritt.edu/biosciences/">https://www.merritt.edu/biosciences/</a>.  <i>--Certificates of Achievement include: Optical Microscopy, Fluorescence Bioscience Microscopy, and Histotechnology.</i></p>	<p>Jon Murphy</p> <p>Dr. Gisele Giorgi &amp; Feather Ives</p>

	<p>--<i>Biosciences 50, Medical Genetics, is a new course that is being offered this summer.</i></p>	
2:15-2:20 pm	<p><b>Co-Chairs Elections</b>  <i>-Jose A. Salceda and Derrick Ross have been nominated as Co-Chairs for Fall 21' and Spring '22. Elections will be submitted electronically. The link will be e-mailed to the counseling team.</i></p>	Rosa and Jose
2:20– 2:30 pm	<p><b>CFT Updates</b>  <i>-Word document that highlights the updates will be provided to the counseling team.          -If a student wants to reset e-mail, he/she will need to contact <a href="mailto:admissions@peralta.edu">admissions@peralta.edu</a>.          -Strategic enrollment management project is underway.          -Maxient is the districtwide student behavior management software that is being discussed. It will enable student issues to be documented.          -The course search function for enrollment is undergoing upgrades.</i></p>	Steve and Lesley
2:30– 2:45 pm	<p><b>Standing Items:</b>  <i>Reports from Programs - Puente, Sankofa, FYE, Veterans, SAS, EOPS, Transfer Center, Career Center, etc.          -Counselor Breakfast was a success. 40 Oakland Unified School District representatives attended.          -Transfer Center: UC Berkeley admission decision day was this past Friday. UCLA admission decisions are still pending.          -Peralta LatinX Graduation Celebration is scheduled for June 5<sup>th</sup>.</i></p> <p><b>Committee Reports</b>  <i>-None provided.</i></p>	All
2:45– 3:00 pm	<p><b>Announcements:</b>  <i>-Open enrollment for all.          -SLOs for counseling courses and the department surveys are being collected.</i></p>	All

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	<i>-Peralta Week: We will debrief at our next meeting.</i>	
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