

**MERRITT COLLEGE  
MEETING MINUTES**



**COUNSELING DEPARTMENT**

Date: 05/15/2017	Time: 1:30 pm	Location: R 112A
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Attendees: Zielke, Khoo, Salceda, Pantell, Allen, Perez, Devito, Ciddo, Ross, Moy

Allotted Time	Topic	Person(s) Responsible
1:30-1:40	SSSP - High School Transcripts High school multiple measures pilot started in 2015 Chairs requested help from Fulltime counselors to train adjuncts using HS transcripts and the writing sample	Khoo/Zielke
1:40-1:55	SSSP Co-chair - .20 assignment release time Ciddo and Perez will consider but need more information on Meeting dates to ensure 3SP does not conflict with other commitments	Khoo/Zielke
2:00-2:30	<p>Chair updates:</p> <ul style="list-style-type: none"> <li>● Preferred Fall Schedule – chairs requested again that full timers submit their Fall schedules to built the master</li> <li>● Update on 393 students enrolled in classes in Fall 2016 w/o I-SEP, Update on 200 w/I-SEP but w/o Comprehensive SEP                             <ul style="list-style-type: none"> <li>○ VC Tamika Brown responded to chairs update email by stating that the list should have not contained HS students. This will reduce the list size to a limited 3-4 dozen students.</li> </ul> </li> <li>● Coun 24 - Upward Bound instructor still needed and co-chairs will email adjuncts</li> <li>● 11-month coverage was discussed and will forward to VPSS</li> <li>● Evaluations: - Leticia Perez – (Zielke): pending, student evaluations came in and summary meeting will be held this Wednesday</li> </ul>	Khoo/Zielke

2:20-3:00	<p>Other updates:</p> <ul style="list-style-type: none"> <li>• Last meeting 5/22/17 confirmed at Hunan, 1:00 p.m. approved by VPSS, we will leave the campus at 1:00 p.m.</li> <li>• Merritt College Graduation next Wednesday, most counselors will attend</li> <li>• Others <ul style="list-style-type: none"> <li>○ FYE is planning to have 2 Adelante summer bridge programs but they are still waiting on the Dean Brown approval of the second cohort. FYE end of the year celebration is this Thursday May 18 from 9:30-2:00 p.m. All are welcome</li> <li>○ Puente end of the year celebration will be held also on May 18 in the evening from 5:00 pm to 8:00 p.m.</li> </ul> </li> </ul>	All
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Meeting adjourned at 2:21 p.m.

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