



Merritt College Counseling Department

Counselor Meeting Minutes  
September 27, 2010

Meeting convened at 1:30 p.m. In attendance: Scurry, McLean, Allen, Pantell, De Coursey, Ciddio, Paniagua (intern).

1. **11-12 Unit Plan Review** Group participation in reviewing and updating unit plan. Ilarde will gather information on Title III Grant funding for inclusion and Pantell will update plan for final review.
2. **M.A.P. Report** McLean announced 2<sup>nd</sup> annual conference Saturday, October 23, 2010 in Student Lounge.
3. **Transfer Center Report** Ilarde reported on plans for Transfer Day, October 18. Individual volunteers for tasks. Agreement to block out as many schedules as possible on 10/18 to have as large a Counseling presence as possible at event.
4. **Centro Latino Report** Zielke reported that, 1) presentation on Professional Day very well received; 2) will be holding scholarship workshops on Latino-oriented scholarships each week this semester; 3) will be taking Paniagua to Mandela H.S. shortly to resume outreach efforts.
5. **New Business**
  - Ciddio handed out flyer about DSP&S student orientation Wednesday, September 29, 2010 from Noon to 1 p.m. in P-305.
  - Discussion about many students wanting Fin Aid SEPs to meet deadline for loan applications 9/30/10. Pantell met briefly w/ Susan Liang, loan officer, who confirmed that documents would be accepted after 9/30/10 deadline if counselor notes on documents that SEP could not be completed (lack of transcripts or other reasons for delay). Agreement by group to continue seeing students on drop-in, complete as many documents as possible in allotted time, and have student return for drop-in or appointment if necessary. Also agreed to inform front-desk staff to lower the pressure they and students are feeling. Also agreed Allen and Pantell would send e-mail to VPSS and Fin Aid Director informing of need for closer communication w/ Counseling to coordinate deadlines, paperwork, and procedures.
  - Continued discussion of F10 district counseling meeting. Agreements: 1) Pantell/Allen will communicate intention to VPSS and ask for support for meeting; 2) Pantell/Allen will inform other PCCD chairs about intention to move forward and suggest they do the same; 3) Allen will reserve room; 4) add'l details (food, invitations, etc.) TBD if agreement to hold meeting comes from other colleges.
  - Pantell shared information about Psychology Clinic at UC Berkeley. Will distribute to all.

Meeting adjourned at 3:00 p.m.