



Merritt College Counseling Department

Counselor Meeting Minutes
October 13, 2003

Meeting convened at 1:30 p.m. In attendance: Zielke, McLean, Pantell, Wong, Allen, DeCoursey, Crutchfield, Cannady.

- 1. Day of the Dead** Zielke announced that the Puente Program will be constructing an altar again this year in the R Building hallway outside the Student Activities Office. They will celebrate the event on October 27; students plan to begin constructing the altar around 11:00 a.m. Everyone is encouraged to visit and contribute to the altar.
- 2. Artic Report** Pantell discussed items noted on Artic Report of this date.
- 3. Other Business** Discussion about use of green Petition for Substitution/Waiver. General agreement that form is to be used when, a student wants to substitute a course that, in the counselor's judgment, isn't clearly comparable to a Merritt course (whether from another PCCD college, a community college outside PCCD, a 4-year school, or a foreign school). Waiver portion is when requesting that Dept. waive a requirement for a major or certificate. To bring to Counseling/A&R task force for clarification.

Meeting adjourned at 2:50 p.m.