



Merritt College Counseling Department

Counselor Meeting Minutes
November 19, 2012

Meeting convened at 1:40 p.m. In attendance: McLean, Allen, Scurry, Zielke, Khoo and Ilarde.

1. **Transfer Update** Ilarde reported a need to promote TAG more, especially among African American students. There were no TAG agreements for Af Am students. It was suggested that classroom presentations be made in key classes.
2. **New Business** Mclean reported that in the District Ed Committee having writing samples as a part of the assessment process is being discussed as well as the use of high school transcripts.
3. **Computer Refresh** We will ask for new computers, printers and monitors for every part time office as well as most full time offices.
4. **SEP Project through Title 3** Zielke reported on a pilot project in which a certain group of students would have an SEP completed by the end of summer for a targeted group of new students. More information will be forthcoming.

Meeting adjourned at 3:00 p.m.