



## Merritt College Counseling Department

Counselor Meeting Minutes  
November 21, 2011

Meeting convened at 1:30 p.m. In attendance: Pantell, Khoo, Cardenas, McLean, Allen, Ilarde, Scurry, Ciddio.

- 1. Orientation** Continued discussion about content to be provided by Counseling Department. Ilarde provided draft proposal & got feedback on content areas. Will provide feedback to orientation coordinator & continue as part of Title III Implementation Team.
- 2. M12 & F12 COUN Courses** Allen led discussion and reported on courses offered in previous terms (S11: 24 (2 sections), 200A (for .5 unit) & 207A (for 1 unit); F11: 24 (3 sections, 57 (1 section), & 224 (2 sections). Agreement that this was first round of discussions, Pantell will send information to all counseling faculty, and vote for final proposed schedule will occur at next department meeting 11/28. Pantell will also bring a vote for inclusion of procedure in department by laws (and ensure bylaws posted on Counseling Website).
- 3. New Business**
  - Cardenas presented current draft of proposed online probation/dismissal unit being created by district committee. Will be presented by district Counseling chairs at next meeting 11/30/11.
  - Scurry reported on financial aid issues occurring in last district Matric Committee meeting. Intention is for large TV monitors to be posted in Financial Aid and Counseling Departments to inform students who is next in line for service in Counseling and update on financial aid status. Scurry has invited interim Financial Aid director to present at future department meeting.
  - Ciddio reported that DSP will have current intern, Emily Alexander, return S12. Also reported that coordinator Nelson will be out on medical leave in December but that current staff will assume duties.
  - Discussion about year-end gathering of counselors during weekly department meeting time. Ilarde to explore w/ VPSS & report back.

Meeting adjourned at 3:00 p.m.