

Counseling Faculty Department Minutes (Approved)
November 4, 2015

Attendance:

X	A. Bachor	X	W. Fulbright-Dennis	X	S. Mbuti	X	E. Reyes	X	C. Ton
X	J. Bradley	X	V. Greco	X	L. Muniz	X	B. Quinn	X	L. Trejo
X	C. Burnett	X	J. Hart	X	S. Nakamatsu	-	T. Rivas	X	E. Versace
-	S. Calzada	-	A. Hernandez	X	S. Nassar	-	H. Sanchez	X	A. Wang
X	W. Daland	X	N. King	-	J. Pellitteri	X	J. Smith	X	R. Wilson
X	T. Engle	X	E. Lee	X	A. Perez	X	B. Somers	X	S. Wright
-	D. Felix	X	A. Lujan	X	J. Perez-Garcia	X	L. Soto		
X	J. Fowler	-	P. Maestro	X	S. Poulter	X	A. Thomas		

Item	Agenda Topic	Discussion	Outcome
1.0	Call to Order	<ul style="list-style-type: none"> The meeting was called to order at 1:00 pm 	
2.0	Tesla Parrales, UCLA Representative	<ul style="list-style-type: none"> Introduced 3 new publication materials; Transfer Admissions Guide, Personal Statement Guide and Transfer Student Resources. UCLA received 500 applications, 108 enrolled-70% TSP (Transfer Summit Program) 	<ul style="list-style-type: none"> Additional publications will be available at the Transfer Center with K.Bybee and online. Student must indicate AAP or EOP on their application, and follow up with TSP directly.
3.0	Consent Agenda	<ul style="list-style-type: none"> Approval of Minutes 	<ul style="list-style-type: none"> W.Daland made a motion to approve minutes, W.Fulbright-Dennis seconded the motion. No corrections. Approved unanimously.
4.0	Chairperson's Report <ul style="list-style-type: none"> Holiday Luncheon 	<ul style="list-style-type: none"> Date: December 9, 2015 Location: Lazy Dog's Fee: \$20.00 due to Kate by 11/25/2015 	

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	<ul style="list-style-type: none"> • Shoes That Fit • STEM Counselor • Luncheon and Barbara's visit 	<ul style="list-style-type: none"> • Shoes are due to Kate by 11/30/2015, if interested email Kate. • Counselor needed at the STEM center, 4 to 8 hours per week. The STEM center is open M-TH 9am -10pm and F 9am-1pm. If interested email W.Fulbright-Dennis. • A.Yamagata-Noji will be providing lunch on our 11/18/15 meeting for a job well done on earning the highest in the State of 6.9 million-SSSP. 	
5.0	Senate Report	<ul style="list-style-type: none"> • Tabled 	
6.0	Faculty Association Report	<ul style="list-style-type: none"> • Tabled 	
7.0	Program Reports	<ul style="list-style-type: none"> • Tabled 	
	Committee Reports	<ul style="list-style-type: none"> • Tabled 	
9.0	Articulation Report	<ul style="list-style-type: none"> • Tabled 	
10.0	Discussion <ul style="list-style-type: none"> • 3 Proposals: A.Lujan Petition for Academic Renewal without Course Repetition 	<ul style="list-style-type: none"> • A.Lujan presented a new form for Petition for Academic Renewal without Course Repetition, one suggestion is to not reflect the arithmetic on the bottom of the form. Second suggestion is to adopt the current process that is in place that is used for the Over-unit form process. Refer to handout • C.Burnett shared her use of the form and would like to keep as is. • R.Wilson used the new form and found it valuable. 	<ul style="list-style-type: none"> • Further discussion will take place next meeting along with taking action.

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	<p>Student Success and Support Committee, Counseling Department</p> <p>Strategic Planning Committee, Counseling Department</p>	<ul style="list-style-type: none"> • E.Lee suggested adding more notes/comments space if possible. • S.Mbuthi shared his excel form that he has developed to calculate student GPA and will email out again. • A.Lujan presented a draft of forming a SSSP committee to model the format of the Curriculum committee. Which will included some on-going positions to represent the department but also rotating membership from various programs. Refer to handout. • A.Lujan presented a draft of forming a Strategic Planning committee. Refer to handout 	<ul style="list-style-type: none"> • Any questions or suggestions email A.Lujan, further discussion and action will take place next meeting. • Further discussion and action will take place next meeting.
11.0	Retreat Information	<ul style="list-style-type: none"> • T. Mauch, F.Dorame and W.Fulbright-Dennis presented results from Counseling Retreat on 9/18/15. Refer to PowerPoint handout. <ul style="list-style-type: none"> -Drop-In Sessions -Schedule Sessions -Retreat Results -Recommendations • T.Mauch announced Ivan Pena is our new Transfer Director, start date will be 11/23/15. • T.Mauch shared the Director of International Student Program last day was on 10/30/15. 	<ul style="list-style-type: none"> • Further discussion will take place at our next meeting 11/18/15, be prepared to share all suggestions and recommendations. The goal will be to implement spring 2016.

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12.0	Adjournment	<ul style="list-style-type: none"><li data-bbox="701 224 1129 253">• Meeting adjourned at 2:55pm	

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