

Counseling Faculty Department Minutes (Approved)
January 6, 2016

Attendance:

X	A. Bachor	X	W. Fulbright-Dennis	X	S. Mbuti	X	E. Reyes	X	C. Ton
-	J. Bradley	X	V. Greco	X	L. Muniz	-	B. Quinn	-	L. Trejo
X	C. Burnett	X	J. Hart	X	S. Nakamatsu	-	T. Rivas	X	E. Versace
-	S. Calzada	X	A. Hernandez	X	S. Nassar	-	H. Sanchez	X	A. Wang
-	W. Daland	X	N. King	-	J. Pellitteri	X	J. Smith	X	R. Wilson
X	T. Engle	-	E. Lee	-	A. Perez	X	B. Somers	-	S. Wright
X	D. Felix	X	A. Lujan	-	J. Perez-Garcia	X	L. Soto	X	AS Turcios
-	J. Fowler	X	P. Maestro	-	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 1:05 pm 	
2.0	Consent Agenda	<ul style="list-style-type: none"> Approval of minutes with no corrections needed. 	<ul style="list-style-type: none"> Minutes from Dec. 2, 2015 meeting were approved with corrections. Approved
3.0	Chairperson's Report	<ul style="list-style-type: none"> Welcome our new Ana Silvia Turcios, the new CARE Counselor Welcome back Patricia Maestro February Flex Day is approaching. Sign-up through POD for workshops. Adjunct Evaluation assignments have been emailed to all full-time counseling faculty. The practice to assign full-time faculty was started many years ago by another chair. Counselors expressed support to evaluate adjunct faculty assigned to them. 	<ul style="list-style-type: none"> Ana Silvia introduced herself to the group and shared her work experience and her joy to be part of the Mt SAC counseling faculty. If you have been assigned an adjunct to evaluate, reply immediately to Wanda with a yes, I accept this task, or a no, I decline this task.

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4.0	Action Items	<ol style="list-style-type: none"> 1) NSO Proposal: Angel handed out the NSO proposal for a final review before a vote to go forward with the planning of the pilot. 2) Graduation Check Proposal: Angel handout out a form providing instructions on how to complete a graduation check. This form would be given to students to help them learn how to complete their own graduation check. Discussion on the pros/cons were discussed, including MAP providing inaccurate information and transcripts from other colleges not in MAP. 	<ol style="list-style-type: none"> 1) NSO proposal was approved by all. 2) Graduation Check proposal: Approved to move forward to discuss with Admissions and Records how this form may be used in their area and other strategies to make it work for students.
5.0	Senate Report	<p>Chan reported the following:</p> <ol style="list-style-type: none"> 1) 3 additional counselors will be hired using 3SP funds. The vote to hire 3 new counselors was from an AMAC meeting. 2) The Ed-Design committee has a vacancy for counselor representation. 	<p>Contact Dan Smith or Michelle Sempat if you are interested in the Ed Design committee.</p>
6.0	Faculty Association Report	<p>Lina reported on the following:</p> <ol style="list-style-type: none"> 1) Police Department on campus 2) Putting on the Hits 	<ul style="list-style-type: none"> • A vote on a Police Department will take place in late February or early March. She needs your vote. • Alana has placed sign-ups in both workrooms for counselors to attend Putting on the Hits.
7.0	Program Reports	<ul style="list-style-type: none"> • Dreamers/Laura: Personal statement workshops will happen on Jan. 19th and 20th. Volunteers are needed to review the personal statements and provide feedback. • ACES/Diana: Will be taking ACES students to Washington, DC to lobby for Trio programs funding/support. 	
8.0	Committee Reports	<ul style="list-style-type: none"> • Adjunct Hiring Pool/Lina: There will be two pool per year; 19 adjunct counselors were added to the winter/spring pool. 	<p>Patricia reported the next hiring process will happen between April-June for summer/fall. Interested? Contact her to be added to the</p>

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			committee.
9.0	Articulation Report	<ul style="list-style-type: none"> • No report. 	<ul style="list-style-type: none"> • A suggestion to hire an Articulation Specialist to assist the Articulation Officer was discussed. There has been an Articulation Specialist position in the past.
10.0	Discussion	<ol style="list-style-type: none"> 1) Strategic Planning Committee Proposal. Angel handed out a proposal asking for discussion on the development of a committee to facilitate consistent quality of planning, hiring, and relevant facilities for the Counseling department. 2) Options for gaining space long-term for the Counseling Department <ul style="list-style-type: none"> ○ Where will new Counselors go? ○ Who will go? Will it be determined by seniority? 3) Veterans Audit: Bernie shared that the federal audit of student files went well. Mt SAC received a very high passing score. 4) Undecided Students: Cynthia shared a flier on Undecided and Career planning workshops that begin next week. Refer students to sign-up using the link on the flier. Dates/times are not listed because they are offered through the weeks at different times. 	<ol style="list-style-type: none"> 1) Counseling faculty to review the document presented by Angel. Discussion on this topic at the next meeting and vote to support the proposal. 2) Further discussion is needed on this topic.
11.0	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 2:55 pm 	