



**Counseling Meeting Minutes
Tuesday, December 4th, 2018**

1:10-3:00 pm Room 13-115

I. Study Abroad Update (Jessica Marshal)

- Study abroad is being offered in Florence, Italy for 2019
- Talked a little bit about how the program works, the housing (students will be placed in different apartments throughout the city)
- 4 Districts participate, Los Rios, SMCCD, Contra Costa Community, Santa Rosa
- 90-120 students usually go, about 25 students will go from our district
- Course transcripts have to be requested from individual districts

II. Business Department Update (Candice Nance)

- Leonor has been made permanent Dean of Business, Design and Workforce
- Seeking a replacement accounting professor to start in the spring.
- Accounting and business struggles because Professors can go out and get higher paying jobs out in the industry
- CBOT is trying to get some coordination time for somebody to just dedicate time on
- Partnership with Facebook is in the works
- Introduced Emilio Roque who is an adjunct faculty member who teaches Bus 158 which is equivalent to 150, can be used as a substitution
- In the Summer 2 sections of 100, 103 and 201 will be offered as online courses
- Working to figure out what other classes can be added during the Summer
- Business now is 1/3 in person and 2/3 online, program review has proven that from Fall 13' to Fall 18', enrollment has increased by 175%, this is due to online courses now being offered as well as a heavy summer load
- Nick asked about the accelerated program to which Candice responded that the model is being built of Skyline's model
- Noticing some different trends of patterns of retention depending on when the class starts
- Lorraine asked about the collaboration project with Facebook, which Candice responded that there was a publicly announced MOU and with Amazon Web Services (AWS), provide additional help with curriculum

III. Committee Reports/Announcements

- **SSPC**
 - Meeting is taking place next Wednesday, December 12th
- **IPC**
 - No updates
- **PBC**
 - Meeting tomorrow, December 5th.
 - Position proposals will be discussed
 - VPSS created a ballot for the members of PBC to rank the different resource requests
- **Curriculum**
 - 4 New Certificates will be offered in the Fall (information will be sent in an email and placed in the SharePoint)
 - a) A Paralegal certificate in litigation
 - b) Paralegal
 - c) ECE skills certificate for people working in the field/already working in the field with children who have disabilities (won't be posted on students' transcripts)
 - d) Cloud Computing
- **Academic Senate**
 - In the process of updating adjunct faculty evaluations
 - Hiring process, there is advocating being done to make sure that there are some sort of guidelines in place
 - A counseling department survey went out to all the counselors and it is completely anonymous/confidential
- **Classified Senate**
 - No updates
- **ACES**
 - Meeting today, December 4th
- **AB 705**

- The math departments from all 3 colleges are meeting today at CSM to develop the language on how to communicate to students starting in Spring
- English 105 was approved for UC transferability.

- **Professional Development Taskforce**

- No updates

- **Instructional Division/Department Meeting Updates**

- No updates

- **Dean Updates**

- Thanks and appreciation for a successful first year as the Dean of Counseling
- Exciting announcement that Dega has accepted a full time position at CCSF
- Named Title 9 Coordinator, with Janette agreeing to become the Deputy Title 9 Coordinator
- Gena Rhodes will be out on medical leave for the spring semester. We will have an interim director, Regina Block will come back to fill the position.
- We will hire for the permanent position in fall 2019.

- **Other updates**

- Counseling survey started today. The welcome desk will hand out the surveys. After their appt., they will fill out the survey and drop it in the survey box at the welcome desk.
- This survey is anonymous, but will be used for program review
- Soraya announced that UC applications for Merced, Riverside and Santa Cruz extended their application deadline to January 4th, 2019
- CSU application has been extended to December 15th

- **Holiday Potluck**

- Fun, games and yummy food!!