

**Counseling Division Meeting
October 14, 2015 - 10:00am
Counseling Conference Room**

The meeting was called to order at approximately 10:10am.

Attendees: Marcela Hernandez, Sherron Rouzan, Tamara Jones-Jamison, Andrea Fredric, Vidal Valle, Jawell Samilton, Eric Wagner, Nancy Brambila, Helen Young, Alma Narez-Acosta

Members Absent: Patricia Banday, Casey Hunter, Murrell Green, Adriana Martinez

Acting VP
Michael Golterman

Dean Counseling
Shalamon Duke

Department Chair
Sherron Rouzan

Division Faculty
Marcela Hernandez
Eric Wagner
Tamara Jones-Jamison
Nancy Brambila
Casey Hunter
Murrell Green
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Vidal Valle
Martinez Adriana
Alma Narez-Acosta

Transfer Director
Helen Young

SSSP
Patty Banday

Outreach
Casey Hunter

Transfer Update – Helen Young

- In late October and throughout the entire month of November there will be a campaign to promote the UC/CSU/AICCU/Out of State institutions by wearing college apparel.
- There are several colleges are hosting open house events: CSULA, Woodbury University, University of West Los Angeles, and USC
- A copy of the UC/CSU workshop calendar was provided to the division – see handout
- Vidal reported that in EOPS, the faculty and staff have been referring students to the workshops; students are provided with four (4) UC application waivers and four (4) CSU application waivers;

Prerequisites – Sherron Rouzan

- Everyone is now cleared in DEC to enter in prerequisites.
- Cristi and Liz will still be available to enter in prerequisites if needed.
- Training will be provided as requested or on October 21, 2015.

CSEP Saturday is scheduled for this Saturday, October 17, 2015 – Sherron Rouzan

- There are sixty (60) students are registered and six (6) counselors are scheduled.
- Eric will step-in for Murrell on Saturday in the event he can't make it.

SLO's - Alma Narez Acosta's report

- If you have any pending SLO's, please attend and participate in the upcoming training sessions. There is a training taking place this Friday, October 16th.

Vision *A gateway to success for every student*

Mission *West LA College provides a transformative educational experience.*

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- There are efforts underway to adhere/correct the SLO report provided to the division. The college has acquired a new system called “Tracdat” to record/report all SLO work done on behalf of the college.
- We are currently assessing SLO #2: Identify and apply note taking skills.
- We have already completed phase one (1) of the assessment process during fall 2014.
- Addendums are the additional updates to the initial course outline of record. The college has adopted a process for all course addendums to be approved by the curriculum committee.
- As a division, it was encouraged that begin to have more dialog.

Program Review

- Tamara reported that only one person has submitted their module. As a result, there was a call for everyone to submit their modules in a timely manner.
- Marcela added that the planning section of program review is management driven and there is concern about the section being completed adequately. This section is directly tied to resource and personnel requests the division needs to make to support the goals of the division. There is concern about the completion of this area falling on the shoulders of non-management personnel.
- Tamara reported that during this week’s academic senate meeting, there was a vote for the college to not move forward with the remaining positions on last year’s FPIP list. The FPIP committee will be reestablished by two co-chairs.

The next meeting will take place on Wednesday, October 21, 2015 at 10:00am.

Respectfully submitted by Jawell Samilton

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