



Personal Development Meeting March 21, 2018 – 10am Student Services Building Room 414

Meeting called to order at approximately 10:05am.

Attendees: Murell Green, Dr. Walter Jones, Casey Hunter, Alma Narez-Acosta, Sherron Rouzan, Hye Jin Gelsi, Tamara Jones-Jamison, Marcela Hernandez, Adriana Martinez, Lily Mozafari, Eric Wagner, Robert Henrichs, Nancy Brambila, Michael Goltermann, Danielle Williams, Candy

Graduation Petitions – Michael Goltermann

- Fall 2016 – 202 Degree Petitions, 90 granted, 112 denied
- Fall 2017 – 140 Degree Petitions, 112 granted, 28 denied
- Beginning July 1, 2018 Student initiated graduation petitions will go LIVE.
- No work group yet – In the next few months there will be meetings to go over the process of the student initiated graduation petitions.
- Ideal submission for graduation petitions is what GE plan you're using; If you're using external credit, make a notation of where you're applying it to, and add any specifics or special circumstances.
- The code you're using for the grad petition major should be from PeopleSoft.
- One (1) CSU sheet is fine for multiple degree petitions; Degrees need to be separate because they're going to different areas of A&R.
- The only time a student should be turned away when submitting a graduation petition is when it's missing a counselors signature, it's a Summer petition or it's a Skills Certification; Skills Certifications should be signed off by the respected department.
- If a student is missing a class, they can still participate in the ceremony as long as they're within 6 units of graduating.
 - Needs to be noted on graduation petition that they're a *participant*.

Non Credit

- Interest in Non Credit completers (State recognized) inclusion for graduation ceremony.
- Academic Senate needs to decide on how they want to limit West's graduation ceremony.
- Honors designations; Need pronouncement from the district.

VP of Student Services
Dr. Roberto O. Gonzalez

Dean Counseling
Dr. Roberto O. Gonzalez

Department Chair
Murrell Green

Division Faculty
Casey Hunter
Bobby Henrichs
Nancy Brambila
Hye Jin Gelsi
Tamara Jones-Jamison
Marcela Hernandez
Adriana Martinez
Lily Mozafari
Eric Wagner
Vidal Valle
Alma Narez-Acosta
Sherron Rouzan

Transfer Director
Murrell Green

Classified Staff
Noelle MacDonald

Guests
Dr. Walter Jones
Michael Goltermann
Danielle Williams
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Transcripts

- New column for GPA units; still shows excluded units.
- GPA can sometimes be incorrect – any potential errors should be scanned and sent to Michael Goltermann.

Petition For Credit – Danielle Williams and Candy

- Find a matching CID # or matching articulation on assist.org.
- Student does not need a Counselors signature on Petition for Credit.
- Student should receive a status email regarding their petition and it will be sent to their LACCD student email.
- Workflow will only send a student to Counseling if a student has no idea what they're looking to get credit for.

Math Department – Dr. Walter Jones

- Testing and placement realities:
 - Eliminate courses below college level math
- Bill passed requiring students to complete their math within a year.
- Math 105, 110, and 112 are in the process of possibly being eliminated.
- Non Credit course will be offered to prep students for Math 115.
- Math 115-Math 125 course being created.
 - 8-week course will potentially be added to prep students for Math 115.
- Potentially adding a supplemental lab for Math 125.
- Math 123A, 123B, and 123C sequence being discontinued Fall 2019.
 - Counselors should no longer be recommending these courses.
- Different tracks for Math being proposed.
- Department will send a chart of who is in charge of what areas for Chairs and Deans so Counselors know who to contact with questions.
- Math Department will integrate feedback from Counselors to create solutions for courses in question.

Miscellaneous

- Division will write a memo as a unit contesting Non Credit courses that are encroaching on counseling discipline; Memo will be given to Academic Affairs to review as well.
- Fall 2018 contract supports second assignments for Adjuncts on Seniority List in Non Credit.

West Los Angeles College

COUNSELING DIVISION MINUTES



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Next Counseling Division Meeting:

Wednesday, April 11th, 2018 at 10:00am