

## **5/5/25: Counseling Meeting Notes**

Attendees: Perez, Alturk, Allen, Towle, Moy, Castro, Ross

**Check In:** What is one word to describe how you are feeling today.

### **Counseling Updates/Accreditation**

- Two separate dismissal forms are needed for summer and fall. Please make sure things are filled out accurately and student/counselor signatures are on it, no whiteout, etc. Enrollment codes should be included on the SEP. Please be sure on the form for comments, to write recommendations, not the codes. The dismissal forms go to the VPSS general email, Skye, and Dean Khoo.
- Fernando's hire is pending board approval for May 13
- Faculty evaluations are due. Please be sure you are wrapping up at this point and submitting documents to the link from Inga
- HSI Director needs to be hired within 90 days from 4/25. Washington DC must approve the person
- Dean Khoo approved Counseling closing for Tuesday May 13 11am-12:30pm for Dr. V training on Academic Advisement
- The new course numbering system is not working correctly with our customization for course repetition. Need to use add card and take it to A&R

### **Program and Committee Updates**

Rose and Frances attended the Planning Summit and supported Counseling. At the Summit, discussion was centered around online classes and new changes for Merritt. Request was made to ask VPI for our next meeting.

### **OUSD Feedback:**

- 1 event is moved to May 12 virtually. We have Emil and Sergio 9am-1pm and Frances and Marty 9am-12pm. The Excel sheet is being updated with students.
- Counselors were getting students who were not assigned to them or who were late and were still expected to be seen
- Lack of A&R help (late or did not come)
- Counselors felt underutilized - not enough students and lot of counselor help
- Need to have a full team of people helping
- Should have a planning team meeting before the event. OUSD should remind students the day before about their meeting.