**Counseling Department Meeting Minutes, 3/14/2024**

**Notetaker = Vince Hamilton**

8:30am-9:30am

* Updates from A-Team
  + Lilia: Students are calling and booking appointments smoothly right now.
  + Amy: Has requested to move to Work Experience in Fall 2025 and been approved
    - Assuming Lauralyn’s role
    - WEE Will be a larger presence in the HS’s
* Updates from DRD
* Open Forum/Program & Committee Updates
  + Linda Jay (HR) –

·         Approves in the system everything that is approved in the system mid-month

·         When processing, goes into a batch in Escape

·         Will be working to get the CTO processed quickly when submitted

·         For Fall semester, the deduction of the submitted CTO hours at the beginning of the semester happened in a batch at once

·         It will not be happening this way for spring and we need to submit for that.

* + Geoff: EPWs at Windsor HS in April he requested Exchange time and was denied
    - Seems to be movement away from approving Exchange time overall
  + Vince advocating for JumpStart Ed Plan for all new students
    - No opposition from the group, so Vince will advocate for this in the Priority Reg Workgroup
  + Barbara
    - Clarification that students should submit all transcripts when applying for Nursing. Brings up an ethical dilemma as application states that all transcripts must be submitted.
    - Amanda – It doesn’t feel responsible as a counselor to tell students that they can go against the requirement.
  + Filomena – Question about replacement position for Amy
    - Still advocating for replacement Athletics Counselor
    - Once Amanda has more direction, she will bring it back up to the department on what kind of specialization to advocate for
  + Kasia will be filling in Tony’s position starting Fall 2025
  + Vince announced at RADT 99 is being discontinued starting Summer 2025.
    - In future application cycles it will no longer be a requirement but rather a bonus point.
  + Samantha – SSU day
    - A student denied for SJSU in portal, but was actually an error and the student got confirmed that they were actually admitted.
* Counseling Faculty Only Discussion

9:30-10:30: Technical Trainings: Agenda TBD

9:30-9:50 Samantha and Lisa UC/CSU Dual Admissions (recorded)

10:00-10:30 Updates and feedback for the Math Department with Jen Carlin-Goldberg