**Counseling Meeting Agenda**

DATE: 11/3/23

**Department Meeting:** 8:30am – 9:30am

**Training:** 9:30am-10:00am

**Training will be recorded**

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| **Time** | **Topic** |
| 8:30-9:30 | * A-Team Updates
	+ Erick: new student employees in training; will get social media duties; student traffic is picking up; admin working hard on ed plan workshop logistics; Li wants to get all counselors with T-shirts and/or hoodies (swag) – discussion on types (collared, quality, etc)
	+ Amanda G. reminded everyone that this is normal time for student traffic to pick up due to posting of Schedule of Classes; admin can help triage to FA and Welcome Center unless student needs an ed plan
	+ Ankur: the A-team is doing a great job!
* Open Discussion/Announcements
	+ Area F Option A Update (Andrea):
* Program/Committee Reports
	+ Guillermo: Integrated Student Success Committee (**ISSC**)
		- The **FYE Action Team** made a recommendation for an FYE pilot program to begin in summer 2023.
		- In alignment with the Student Equity Plan 2.0, the recommendation was to focus on one ~30 student cohort of first-generation students who were undecided on their major and career goals.  EOPS was identified to operate the pilot.
		- Health Institutes is coming back
		- Lots of discussion about POCR (Peer Online Curriculum Review) & AI
	+ Filomena: encouraging us to submit questions/feedback in **VP Student Services hiring**
	+ Nicole F: **Schedule of Classes** – can we have access to legacy version? AG – we probably can’t get it back since we should have been giving feedback last couple years. Erica – hard to find P/NP; printing doesn’t work well; it doesn’t load right away
	+ **Old Schedule of Classes link**: <https://portal.santarosa.edu/SRWeb/SR_ScheduleOfClasses.aspx>
	+ **Nursing** (Erica) – video is working but need to use browser that doesn’t block pop-ups; works on Chrome; refer to info sessions early;
		- **Nursing Advisory meeting:** Spring CNECM for SSU is in works; COM is increasing their numbers for admission; COM CNA program now; SSU Ana Valdez is trying to change their admissions criteria to diversify their class
* Department Chair Report
	+ Orientation check mark - Amanda G sent instructions how to check
	+ Winter Intersession Link sent
	+ Scheduling Winter Break confirmation letters being sent; Spring request sent out; course proof update
	+ **Admissions Confirmation Letter** to students needs to be edited to take out 270 and add ed planning. We need to revisit how to word it based on time of year (Fall vs Spring) – add options to ed planning workshop. Discussion about priority 3 vs 4, new high school vs new returning, etc. Amanda took notes to share with ed planning committee.
	+ **Ed Plan workshop** sign-up sheet sent out; please sign up
	+ Remote day for Fall 2023 reviewed during priority registration; there has been encouragement by administration to be in-person during priority reg, however, the decision rests with individual faculty since our schedules were already set.
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| 9:30-10:30 | Training – see Recording in Binder:* Educator Development Certificate (Regina Guerra)
	+ Classes teach teachers how to teach, except testing taking strategies class is to help students prep for testing like CBEST, CSET, etc.
* Adult Dual Enrollment program (Mariana Almaraz)
	+ College Skills class + up to 11 units per semester (can’t go over even if they want to pay for the difference)
	+ Ed Plan must indicate specific CSKLS class per semester in ed plan
	+ Refer to Mariana if student is interested and hasn’t enrolled yet
	+ 1 CSKLS class per semester: CSKLS 731, 732, 733, 741, 742
	+ Student needs to be enrolled in the program in order for them to get the fee waiver
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Note: Student Services Retreat starts at 9:30 on SR Campus