



**Counseling Meeting Minutes
Tuesday, November 26th, 2018**

1:10-3:00 pm Room 3-142

AB 705 Forum

I. Committee Reports/Announcements

1:10 - 1:30

- **SSPC** – no updates
- **IPC** – no updates
- **PBC** – no updates
- **Curriculum**
 - Certificate in Studio Game Design will begin in Fall 2019.
 - a. Handouts have been created for information about the courses needed for the certificate.
 - b. Certificate will enhance the chances for students to in acquiring jobs in this field.
 - c. Course open for student in all levels of experience.
- **Academic Senate** – no updates
- **ACES**
 - Video is currently in the works to align with the resolution passed by ACES and approved by other committees on campus.
 - Collaborating with Paul Naas on this project and looking for student actors to be on the video.
 - Goal of the video is to highlight what ACES is about and the work that is being done in this committee.
- **Transfer Center**
 - CSU application deadline has been extended to December 15th for all students.
 - UC application deadline is still November 30, but do offer an extension to students who have been affected by the fire.
 - Application workshop drop-ins are going on at the Transfer Center this week for both UC and CSU applications.
 - Application workshop schedule this week: Wednesday (10am-4pm), Thursday (10am-4pm) and Friday (10am-12pm).

- Counselors will be contacting Dean Hartman to ask if another section of CRER 137 can be opened for Spring 2019 as current sections are filling up.

II. Math Department: AB-705 Updates 1:30 – 1:45

- Math 800 supplemental courses are now set to support the designated AB-705 Math courses 200, 225 and 241.
- Approval for Math 222 supplemental course is currently in progress.
- Math departments from all three colleges will meet on December 4th to discuss the self-guided placement questions. Based on the answers from the guided-placement questions, student can choose whether they pursue which level of Math.
- Non-transfer level courses will be continue to be offered.
- Department submitted request to ASLT for funding toward embedded tutoring and is currently waiting to hear back but there's a big chance that it might not be approved.
- Math department is working with Jose Peña to properly code Math 200, 225, and 241 together as corequisites.
- Math 800 course is Pass/No Pass. Grade is determined by Math 200, 225, 241 performance.
- Fall 2019 Class Offerings:
 - Will offer 1 daytime course for each pre-transfer Math course (Math 811, 110, 120, 190). There will also be a Math 811 course offering at Menlo Park location.
 - Will offer 1 online section of Math 110, Math 120.
 - Will offer 1 evening section of Math 190 for CWA students.
 - There is flexibility to add more sections based on students needing a particular level.
 - More sections of transfer-level Math will be offered:
 - a. 12 sections of Math 200 will be offered
 - ✓ 3 sections will be designated with the supplemental 800 course.
 - ✓ 2 sections will be in the evening.
 - ✓ 1 section will be online (not connected with 800 supplement).
 - ✓ 6 sections will be in the daytime.
 - b. 1 extra section of Math 225
- No definitive answer to fulfilling Math competency based on AB-705. Math 140, 150 have been suggested by counselors to be the requirement fulfilling competency for students who do not require Math-specific course toward fulfilling major. Other requirement is to develop a Math-transferable course such as Personal Finance.

III. English Department: AB-705 Updates 1:45 – 2:00

- Any student who has a 2.59 GPA overall in HS or lower can take English 105.
- Student can self-place in English 827 or English 847.
- Submitted proposal to VPI for additional support at the Writing Center in the form of embedded tutors as well as Graduate students from nearby four-year institutions.
- Department is open to creating a self-placement information sheet of expectations for each English level whether transferable/nontransferable to assist counselors in their discussion with students.

IV. Counseling Group Discussion 2:00- 2:50

- Discussed development of contracts versus SARS notes as means of documenting students who opt out of direct placement in transfer-level Math and/or English.
- Contract (Pro/Con): it is a physical form which can be tabulated toward data needed toward success/effectiveness of AB-705 legislation as well as proof that it was a student-initiated decision but it is another form for students to sign.
- SARS Notes (Pro/Con): does not have to be signed by students and can be designated in SARS with new codes such as “AB-705” or “Remedial” with the assistance of Serina as well as PRIE for data gathering. Detailed notes are strongly required to keep in AB-705 compliance.
- Unanimous agreement that before deciding which option would be used toward documentation, PRIE must be involved on what type of data-gathering they need from us to keep track of students who have opted in or out of transfer-level courses.

V. Next Steps 2:50 – 3:00

- How do counselors protect ourselves when it comes to documenting students who opt out of transfer-level Math and English connected to AB-705? Agreement amongst counselors for PRIE to be contacted in order to find out what’s the best way to gather data and also provide documentation in compliance with AB-705.
- How do we deal with prerequisites from courses that require Math such as Economics, Chemistry, Biology, Physics, etc.?
- What happens to the Matriculation process after Orientation? Besides International Students who are required to take the Assessment, what is the language that the Welcome Center can inform incoming, returning student who may or may not have transcripts?