

Los Angeles Mission College

Student Services Division

Weekly Reporting Form

Date: September 9, 2015

Contact Person: Michong Park

Information Items:

1. First week of school, counseling was 100% on drop-in.
 - Fall 2015, saw 528 students on drop-in, 45 students for the in-person orientation and 74 students on the walkway during welcome week (647 total) with an average wait time of 16 minutes. The new hires made a difference.
 - Compared to Fall 2014, we saw 381 students (one less day in the week due to holiday) with an average wait time of 41 minutes.
2. Counseling started taking appointments for the week of 9/14 beginning 9/8 and we are already booked for that week.
3. Counseling will continue to be open M-TH from 8-7pm through Fall 2015.
4. Counseling started the embedded counseling contacts to faculty this week, lead will be Christine Kourinian.
5. Counseling had an ecounseling training yesterday with David Jordan to get more counselors trained and online.
6. Counseling resurrected Facebook, lead on that will be Christine Kourinian.
7. Veteran's and International evening hourly counselor will be located in the CSB conference room.
8. Counseling Hires: Articulation and LAH3C positions posted.
9. FHPC applications in process for 4 counseling positions: Career, STEM, EOPS, Inter/Veterans.

Action Items:

1. Backfill for the release time in counseling (please see separate email dated 9/14/15, titled Backfill request in Counseling.
2. Need input from EOPS, STEM and Int/Veterans areas to complete the FHPC applications due 9/21/15.
3. Need funding for promotional items to promote visiting counseling via Facebook . Once time funding request of \$350 to promote counseling services and make us more visible online.

Events/Critical Dates:

1. Counseling Inservice and training will be on Wed. 9/23 from 10-1pm in LRC 234.
2. At risk workshops: next one will be tonight 5:30-7pm.