



Virtual Counseling Appointment Meeting

Facilitator: Cesar Jimenez

Recorder:

Date: Friday, February 21, 2020

Time: 10:00 – 11:00 a.m.

Location: Administration Building, room A

Vision

Compton College will be the leading institution of student learning and success in higher education.

Mission Statement

Compton College is a welcoming environment where the diversity of our students is supported to pursue and attain academic and professional excellence. Compton College promotes solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for transfer, completion and lifelong learning.

Attendees

- Christine Aldrich
- Eckko Blake
- Carlos Maruri
- Cesar Jimenez

Agenda

Topic	Facilitator	Time
1. Reason codes and length of appointments	C. Jimenez	10:00 – 10:20
2. Email template / SMS template	C. Jimenez	10:20 – 10:30
3. Intake form	C. Jimenez	10:30 – 10:40
4. Notes	C. Jimenez	10:40 – 10:50
5. Next steps	C. Jimenez	10:50 – 11:00