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# MEETING MINUTES OCT. 18, 2024

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## Approve Minutes from September 27, 2024

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Cecilia Vigil moved and Linda McGillicuddy seconded to approve the September 27, 2024 Professional Standards Committee Minutes. The committee approved the minutes.

## Revise: Annual Performance Evaluation for Counselors & Observation of Counseling Effectiveness form

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Karen reviewed the evaluation changes to the form.

**Motion:** Chris Westin moved and Cecilia Vigil seconded to approve changes to the Annual Performance Evaluation for Counselors. The committee approved the changes.

Karen reviewed the changes on the Observation of Counseling Effectiveness form.

**Motion:** Chris Westin moved and Rob Lively seconded to approve changes to the Observation of Counseling Effectiveness form. The committee approved the changes.

## Old Business

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**Bylaw evaluation:** Karen will email a link to the bylaw and a link to the NFA Contract for the committee to review.

Karen will have an update on the Student Evaluations in November.

## New Business

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The librarian document has been postponed until the November meeting, pending more information.

**Meeting adjourned:** 10:29 a.m.

**Next Meeting:** 10-11:30 a.m., November 22, 2024