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**TITLE V GRANT  
ACTIVITY TWO COORDINATORS COMMITTEE  
Approved Minutes  
July 27, 2005**

**Present:**

Jacquelyne Forte, CSU Stanislaus  
Martha Robles, MJC  
Marcella Rodgers, Regional

**Student Education Plan Coordination**

Rodgers requested a report from each campus regarding the status of updating the student education plans. Forte volunteered to assist the community college coordinators. Martha plans to go through all the MJC student files this summer.

**Student Tracking Issues of Concern**

Forte stressed the importance of receiving all student information regarding student transfers. The community college coordinators will give their student files to Forte when the students transfer to CSU Stanislaus. The coordinators agreed it would be best if community college and university staff could both make entries into the comments section of the electronic student file on the regional database. Rodgers expressed concern regarding the number of units students have completed at the community college.

**Student Follow-up Status Report**

Rodgers indicated a concern that coordinators need to be sure students are enrolling in the correct courses as outlined on their education plans.

**Counseling Dept. Coordination Plan Progress Report**

The MJC coordinator is going to meet with the chair of the MJC counseling department to discuss a smoother process to collect student education plans. Forte is working with CSU Stanislaus student services staff to keep them informed of the grant services and student grant participants.

**Student Orientation Prior to Transfer**

The group discussed the importance of a strong student orientation program for students prior to transfer. Forte will be conducting a special session for our grant student transfers.

**Define Program Uniqueness**

The group agreed that the program uniqueness should be focused on student success. If students participate in this grant program they will transfer faster and not take classes they do not need.

**Stamp Brochure Update Information**

Forte requested that each coordinator give her their current campus contact information. She will call Soto to obtain his information.

Respectfully Submitted,

Marcella Rodgers