



TITLE V GRANT ACTIVITY TWO COORDINATORS COMMITTEE Approved Minutes

CSU Stanislaus
MSR 130C

Meeting Date: Friday, November 7, 2003

Attending: Roger Pugh, CSU Stanislaus
Martha Robles, Modesto Junior College
Michelle Stanford, Merced College
Marcella Rodgers, Regional

I. **Minutes Approval**

The October 31, 2003 minutes were approved as read.

II. **Transfer Information Handouts**

Each coordinator distributed their campus related handouts that are used with students. The committee reviewed the documents and discussed how best to develop marketing materials for this project utilizing some aspects of the documents they reviewed.

III. **Program Center Location**

MJC is currently planning to utilize an existing space in the Library Building where Martha Robles office is located. The designated location does provide space for groups to meet. CSU Stanislaus has not established a space that would accommodate group meeting space for students. However, a cubical space has been designated for mentors to meeting individually with student participants. Merced College has not designated a group space as yet. The project location is currently Michelle Stanford's office. Rodgers will discuss this concern with the Vice Presidents and Provost.

IV. **Learning Agreements**

As the committee reviewed various other learning agreements a discussion ensued regarding what the student criteria would be for program participation. The grant states: " first generation, college-bound Hispanic and low-income community college students who are, at a minimum, enrolled in intermediate algebra courses and declare an educational goals of transfer to a university." Rodgers will contact the Title V Project Officer to clarify if all student participants must meet all the criteria as listed

in the grant application. Stanford will draft a student participant agreement for committee review.

V. **Program Celebration**

April 12 through 16 is the scheduled spring break for CSUS and Merced College. The committee selected April 7, 2004 as the tentative date. Rodgers will check on the availability of facilities at CSUS for the event.

The event will include a campus tour and a CSUS student panel of transfer students from Merced College and MJC.

VI. **Mentors**

The committee reviewed the current job descriptions from each of the campuses and decided to develop one generic job description that would be used by each campus for this project. Robles will develop the eligibility and mentor application. A mentors meeting will be scheduled during January 2004.

VII. **Student Incentives**

Pugh distributed a list of student incentives, which he is proposing for student participants once they reach CSUS and some of which can be extended to participants while they are attending the partner community colleges. Pugh is also working to develop a Transfer Admissions Agreement (TAA) to be piloted with the project student participants. He is also developing a refined CSUS Transfer Admissions Requirement handout for students and community college counselors.

The community college coordinators requested that Rodgers investigate the possibility of priority registration being available at each campus. They all agreed a guaranteed seat in the required English and math class would be a great incentive.

Merced College will probably provide a Print Card, registration assistance, an activity sticker, and a book loan.

The coordinators discussed the possibility of developing a local community funding source for student scholarships.

VIII. **Other**

Pugh unofficially announced that he is working toward assigning Jackie Forte as the CSUS Activity Two Coordinator. Pugh plans to remain active in the grant and will provide administrative leadership for the activities at CSUS.

Stanford is concerns at the lack of math tutors that are currently available for Merced College students. Rodgers will discuss this issue with Spevak.

Rodgers reminded the coordinators that their activity logs are due the tenth of each month.

The next meeting is scheduled for **November 26, 2003.**

Respectfully Submitted,

Marcella Rodgers
Regional Title V Project Director