



**TITLE V ACTIVITY TWO COORDINATORS COMMITTEE
Approved Minutes**

**CSU Stanislaus
MSR 285**

Wednesday, December 12, 2003

Present:

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

Guest:

Bob Bauer, Merced College

Introductions

Bob Bauer, Research Analyst, from Merced College attended representing the Title V Regional Research Team. After the group brainstormed and discussed the types of student and project information that would be useful to collect it was agreed that the Activity Two Coordinators would send Bob Bauer a "wish list" that he would review, discuss with the other Regional Research Committee members, Roseann Hogan and Bill Scroggins. The group also discussed the data collection plans for Activity One in relationship to Supplemental Instruction.

Unapproved December 5, 2003 Minutes

The minutes were approved as read.

Program Forms

The following were reviewed and approved: Student Participant Application, Student Learning Agreement, Student Mentor Application, Program Summary (cover sheet). Martha Robles will make a few minor changes to the student letter and it will be ready for final review at the next meeting. The Student Mentor Application / Mentor Job Description was also approved. CSU Stanislaus will probably need to make a few changes to adjust to their campus needs.

Student Recruitment Letter

The student recruitment letters were mailed on December 8, 2003.

CSUS TAA

The development of the Stanislaus TAA is moving forward at the campus level. An update will be provided at the next meeting.

Title V Program Center at Each Campus

MJC has established a "center" location within their existing tutor/SI area in the basement of the library building. Merced College and CSU Stanislaus do not have an identified center at this time.

CSUS Program Participant Incentives

Michelle Stanford is working to obtain campus approval for priority registration for Title V student program participants. She completed a presentation before the campus Academic Senate. A list of incentives for each campus has been developed and the details were reviewed.

Brain Storm: Program Acronym

It was decided that this brainstorming activity should take place jointly with the activity one and two coordinators.

Time & Effort Logs

Rodgers reminded the coordinators that logs are due monthly and the certification forms are due quarterly.

Activity I Update

Rodgers provided a brief summary regarding the supplemental instruction training event which will be conducted January 8 through 10, 2004 at CSU Stanislaus. Faculty from MJC, Merced College, and CSU Stanislaus will be invited to participate.

Respectfully Submitted,

Marcella Rodgers
Regional Title V Project Director