



TITLE V - HSI COOPERATIVE GRANT ACTIVITY ONE COORDINATORS

**Approved Minutes
February 15, 2005**

Present:

Caroline Dawson, Merced College
Jacquelyn Forte, CSU Stanislaus
Eungsuk Kim, CSU Stanislaus
Pat Wall, Modesto Junior College
Marcella Rodgers, Regional

Minutes:

January 25, 2005 minutes were approved as read.

March 5 Joint Meeting Details

The committee reviewed the agenda and requested that Part I and Part II be changed to Activity One and Activity Two, in that order. The committee adjusted the time allowed for each item. Rodgers reviewed the list of items she would prepare for the meeting: name tags, sign in sheet, agenda, coordinators roster for participant reference, and an event evaluation form.

Regional Research Data Collection Requests

Rodgers requested that the group please refer to the regional procedures that indicate campus data entry is to be completed on the Regional Server within three weeks following the end of the semester. Coordinators indicated that the agreed upon timeline is realistic and acceptable. Due to the lateness of data completion for the previous semester ending in December 2004 data will not be ready for Board review until March 2005.

Summer Plan Discussion

The group indicated they were in favor of working some hours during the summer. They discussed the grant activities that would be important to complete for summer 2005. Rodgers indicated she needed a summer budget from each campus for the next Title V Executive Board meeting on March 23, 2005. Rodgers will send each campus their updated grant budget detail summaries.

The group discussed: training SI Leaders, developing Learning Aids, training new data entry staff, and Title V web site improvements. The Coordinators will develop their task list and the Regional Office will develop the regional research task list for review at the next meeting.

ABASE Grant Information (Reference Material)

This item was tabled until the next meeting to allow more discussion time to other agenda items.

Respectfully Submitted,

Marcella Rodgers
Regional Title V Director