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## TITLE V - HSI COOPERATIVE GRANT ACTIVITY ONE COORDINATORS

### Approved Minutes

July 26, 2005

#### **Present:**

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

**Minutes:** June 21, 2005 minutes were approved as read.

#### **Campus Reports**

Merced College emailed the final SI targeted courses for fall 2005 to the regional office today. SI Student Leader training at MJC is scheduled for August 24 and 25, 2005. MJC also has scheduled an orientation for new SI Student Leaders on August 23<sup>rd</sup>. MJC is offering six sections of SI for the summer 2005 session as a pilot. It seems that attendance is up for the summer SI sessions. SI Student Leader training at Merced College is scheduled for August 8 and 9, 2005.

#### **Institutionalization of SI**

MJC has SI for other disciplines and includes SI information in their Student Orientation Programs. MJC advertises SI on line at their campus web site. CSU Stanislaus plans to send a group email to their students encouraging them to take advantage of the SI sessions.

#### **Logs and Time and Effort Reports**

Coordinators were reminded that monthly Logs and Quarterly Time and Effort Reports are due on a regular basis for all staff and faculty paid by the grant. Student employees are the only exception. All coordinators indicated that they will submit all required forms.

#### **Parent and Family Involvement in Program**

The coordinators discussed the importance of parents and family to gain an understanding about the value of SI and how it can help their student. Specific recommendations were not made.

#### **Brochure**

Forte is in charge of the printing of the Title V Grant program color brochure to be shared region wide. Forte collected updated campus contact information, indicated she would go to print, and report at our next meeting.

**Student Attendance at SI Sessions**

The CSU Stanislaus Coordinator meets weekly with the Student SI Leaders.

**Advisory Committee Update**

Rodgers indicated the current status and asked for coordinator input to be provided regarding their local contacts and suggestions. This task needs to be completed.

**Learning Aids**

Caroline Dawson presented her completed work on the learning aids that will be shared with all SI Leaders in the Region. Rodgers will post them at the Title V web site. Rodgers requested that Dawson consider continuing to work on additional learning aids to add to the current resources. The group agreed to the organizational labeling of the learning aids as recommended by Dawson. They will be posted as PDF documents.

**Newsletter Articles**

Jennifer has accepted a new job and will not be able to work with us on the newsletter. After some discussion the group decided that each campus would publish a campus specific newsletter. Rodgers will ask the Activity Two Coordinators for their input. If both groups agree the transition will be made for the 2005-06 year.

**Other**

The summer 2005 agreed upon coordinator responsibility list was reviewed. They will each report their accomplishments at the October 2005 meeting.

Respectfully Submitted,

Marcella Rodgers  
Regional Title V Director