

**Regional Research Planning Meeting
Organization Meeting for Title V
Approved Minutes
November 3, 2003**

Present:

Derek Agard, Title V Regional Office
Robert Bauer, Merced College
Roseann Hogan, CSU Stanislaus
Marcella Rodgers, Title V Regional Office

Items to include in the initial package for the grant activity coordinators:

1. A draft of key research findings regarding supplemental instruction. Campus coordinators and faculty need SI professional development.
2. Include One Minute Assessment tools and information (from Tom Angelo)

For the Campus Researchers we need to draft the following for their review:

1. Basic Student Information.
 - a. Census file from the community colleges and from CSU. Provide a listing of the data elements (see notes from February meetings), which the community colleges and CSU report on to the Federal government. The community colleges all use the same format. Be sure it includes all demographics, type of entry (first time frosh, continuing, etc), any test scores, high school GPA, and remediation status.
 - i. Action: ask Bob Bower from Merced for his and ask Gary in my office for ours.
2. Program Attendance/Participation Information
 - a. A file is needed from each program coordinator showing for each student in the COURSE, not just those in that particular section—with SSN or student ID with a cross walk to their SSN --the attendance in the course and in the SI activities at the end of the period, along with dates of the activity and the type of activity (was it a test review, etc.) There is a need to establish a set of definitions for the types of activities there will be and if participation is counted at the beginning or end of the session.
3. Draft of Martha Robles pre and post survey

Respectfully Submitted,

Roseann Hogan
CSU Stanislaus