



TITLE V COOPERATIVE GRANT RESEARCH COMMITTEE MEETING

Approved Minutes
December 13, 2005
10:30 a.m. to 12:30 p.m.

Present:

Bob Bauer, Institutional Research Analyst, Merced College
Gary Lowe, Interim Director IRPA, CSU Stanislaus
Diana Sunday, Title V Research Consultant
Marcella Rodgers, Director Title V Regional Consortium

Introductions

Those attending introduced themselves. Diana Sunday was introduced as the newly contracted research consultant for the grant.

Review of grant and reference to grant terms

Marcella Rodgers reviewed the documentation to be referenced in research activities that included the definition of terms and the grant document itself.

Comment on the proposed research plan

Diana Sunday reviewed the proposed research plan previously distributed for review to the committee members and asked for recommendations for change, addition or deletions. No changes were noted but a recommendation to review the plan for efficacy be scheduled on a recurring basis. Marcella and Diana will review the timelines and schedule periodic reviews. The proposed plan will be forwarded for approval from the board at their next meeting.

Data access in terms of historical data from the institutions and grant collected data for the institutions

The need for historical data from the institutions was discussed.

Data on the regional grant's Linux server

Diana Sunday indicated there have been issues related to the file server software, WinSCP and the "flat" files as formatted for data input. Mention was also made that researchers have no access to data once the semester has ended and the grades have been input. Diana Sunday said she would rectify that and copy those historical files back to the server in an archive subdirectory. Marcella stated she would contact the grant's network consultant in terms of file sharing and database acquisition.

Another meeting will be scheduled with the Title V Research Committee during the Spring 2006 semester to assess progress made toward the Research Plan, and to evaluate the status of data acquisition and regional data sharing.

Respectfully Submitted,

Diana Sunday