ARTICULATION AND TRANSFER COMMITTEE
APPROVED MINUTES

September 13, 2004

MEMBERS PRESENT
Ann Andersen, Merced College
Ruth Cranley, Modesto Junior College
Rosemary Hein, CSU Stanislaus
Jean Mallory, Columbia College
Marcella Rodgers, Executive Director
Jack Sanders, San Joaquin Delta College

WELCOME AND AGENDA
Representatives Ruth Cranley, MJC, and Jean Mallory, Columbia College, were welcomed by Chair Saunders.

There was no change to the agenda.

MINUTES
MSC Andersen/Hein to approve the minutes with the following revisions:

Goals will be stated as follows:

• Conduct annual update of HECCC Grids: AA/AS, Baccalaureate Level Course-to-Course, CAN, CSU-GE, IGETC, Nursing (AS Degree and Pre-Licensure), and Radiologic Technology.

• Develop Regional Liberal Studies grid.

• Assist with Facilitation of discipline-specific faculty-to-faculty articulation.

• Promote and provide resources and support for the cooperative development of standardized evaluation processes.

• Identify research strategies to demonstrate the utilization of HECCC grids by students and professional staff.

Revise the Articulation, Transfer Reps and Time Commitments for #2, #5, #7, and #8 as follows:

2. Stanislaus- Eight hours a week for articulation. Responsible for outreach, re-entry, and degree audit.

5. Modesto- Yancey Juergenson is retiring and discussion is that the position will be filled. 100% (50% articulation and 50% Tech Prep).
7. Marcella Rodgers- 20% to HECCC and 80% Title V.

8. Amy Faylor- works 15 hours a week for HECCC clerical support.

Add.: Submitted by Jean Mallory at the end of the minutes.

GRIDS FOR 2004-05
Marcella indicated that HECCC will maintain a binder for all correspondence related to grid updates, corrections, etc.

AA/AS, CAN, CSU-GE, IGETC Grids
There was agreement that the 2004-05 grids for CAN, AA/AS, CSU-GE and IGETC were approved and would be posted after Amy made the latest corrections and individual colleges confirmed the changes. In addition to the changes submitted at the meeting, Saunders indicated he would send SJDC changes for the CAN grid to the HECCC office.

Nursing Grids
Members submitted needed changes for both Nursing grids. Hein indicated that she would submit any needed changes for the Pre-Licensure grid as soon as she had a response from the CSU-Stan Department Chair for Nursing. She indicated that would occur before the next meeting.

Radiologic Technology Grids
There were two changes indicated for the Radiologic Technology grids. The effective date for both Radiologic Technology grids should be 2002. Since Merced College requires a college-level reading course and Columbia College no longer offers an equivalent course, a note needs to be added in the “English box” for Columbia College so students would understand that they had an additional requirement to meet.

Liberal Studies Grid
Hein indicated that the Liberal Studies Department Chair Kathy Shipley will attend our October meeting to update us on the common proposed pattern-requirements. Rosemary asked that we submit questions in advance, issues raised at the meeting related to catalog rights questions and credit for the American Institutions, Early U.S. History, and American Government courses.

December Meeting
It was agreed to change our December meeting to December 13 because the December 6 date conflicted with the ASSIST Conference in San Jose.

Members will need parking permits. Members have received Parking Permits from CSU-Stan and SJDC. Merced College Tri-College Center does not require one. Cranley will bring MJC permits to the October meeting. The MJC permit will be valid at Columbia College.

HECCC RECIPROCITY RESOLUTION DOCUMENTATION AND AA/AS DEGREE CHANGES
After discussing the history/documentation, institutional memories and degree pattern changes, it was agreed that Rodgers would contact Dr. Spevak, M.C. Vice President, since he is the only HECCC Executive Board member who served from the approval of
the reciprocity until now. Rodgers will provide members with feedback so we can determine the next appropriate steps.

HECCC EVALUATOR COMMITTEE
Rodgers confirmed that the HECCC Board approved the formation of an Evaluator Committee. The group can meet a maximum of four times during the school year (since Rodgers’ work year does not include the summer months) with one of the meetings scheduled in concert with the Articulation and Transfer Committee. The purpose of the group will be to exchange information, develop a handbook, and explore data collection. Those present affirmed that there were no changes to the evaluators’ list created for the February 2004 meeting. This is the list Rodgers will use to contact the group to set up the first meeting. Rodgers indicated that CSU-Stan would send one evaluator to these meetings.

RESEARCH STRATEGY BRAINSTORMING
After discussion about what data we could collect about the utility and efficiency of the grids, it was agreed that each member would talk to the evaluators at his/her institution to determine what paper or electronic data is available to track students who attend one or more of the HECCC colleges. Rodgers indicated that the Title V researcher might be able to help with this effort. This item will be continued at the October meeting.

DECEMBER/JANUARY PRESENTATION TO HECCC EXECUTIVE BOARD
Proposed topics included the role of the articulation officer, the meeting with the evaluators, and/or the proposed regional articulation grid for liberal studies. This item will be carried forward to the October meeting.

INFORMATION UPDATES

CVHEC
Not all institutions have reviewed/voted on the Guaranteed Transfer Admission Proposal. To date, CSU-Bakersfield has approved and CSU-Fresno approved (but with a higher GPA than indicated in the proposal).

UCOP
Beginning Fall 2005, intermediate algebra will be a required prerequisite for all science series course. The affected courses should be highlighted on the 2004-05 TCA for each institution.

UC Merced
Susan Fauroat, Associate Director of Admissions, was unable to attend because of the UC Counselor Conference in Riverside. Ann distributed the list of UC Merced majors sent as part of her report. (List attached). Other UC Merced updates are that their inaugural catalog will be available soon and they hope to fill the position of articulation officer/evaluator soon.

Title V
Rodgers gave an overview of the grant. Title V institutions are MJC, MC, and CSU-Stan. The articulation officers from these institutions will be involved in regional meetings to identify institutional barriers to transfer and which are also statewide issues. Dates need to be established for the meetings. Rodgers indicated that these meetings would not be on the same day as our HECCC meetings since there was little interest in this plan.
HECCC Physics Project
Rodgers gave an overview of the three-year project funded by NSF and with supplemental funding from an Edward Teller grant. The intent of the project is to increase skill and knowledge level of high school physics teachers. College faculty will be involved which will promote critical college-to-high school networking that goes above and beyond the grant. The plan is for high school teachers (maximum of 24) to make a three-year commitment to attend an annual five-day workshop. Each college will have the opportunity to have one physics instructor participate. Teachers can receive extended education units.

Title V- Supplemental Instruction
Rodgers announced that there would be Supplemental Instruction Training January 4, 5, and 6 of 2005. Columbia and SJDC can attend but would need to pay for the training since they are not included in the grant.

Region V and NCIAC
Saunders reported that he is chairing a committee to develop training information that goes beyond the parameters of the Articulation Officer’s Handbook. For example, what is the best way to keep track of articulation files? He envisions an on-line training that would be efficient to update and easily accessible to anyone at any time.

CHAIR-ELECT
No decision was reached. Hein may be next in line. Hein had to leave before this item was discussed so this item will be continued to the next meeting.

AGENDA ITEMS FOR OCTOBER
Training Articulation Officers
SCIGETC if needed following the NCIAC meeting
HECCC Research/Data Collection
Next Steps for Reciprocity Agreement
Evaluator Meeting Update
Review/Approve Grids: AS and Pre-Licensure Nursing, Rad Tech
Begin Baccalaureate grid review
Identify topic(s) for HECCC Executive Board meeting
Title V Update/Meeting Schedule with AOs

Respectfully Submitted,

Ann Andersen
Merced College