Meeting called to order by Jack Saunders at 9:00 am
Meeting held: Modesto Junior College, Morris Memorial, Conference Room B

Members Present:
Jack Saunders   San Joaquin Delta College
Marcella Rodgers  HECCC Director
Ann Andersen     Merced College
Tan Phan          Columbia College
Ruth Cranley    Modesto Junior College
Mac McIlwain   CSU Stanislaus
Amber Richert   UC Merced

1. Discussion and Approval Item
- Approved November 14, 2005 agenda
- Approval of minutes:
  - M/S (Andersen/Cranley) to approve the minutes of Oct 17, 2005 meeting with changes as noted to Baccalaureate grid, election of chair and next meeting date. Motion passed with minutes as amended.

2. Discussion and Planning
   a. UC Merced Update
   - Faculty requested outlines for Biology and Computer Languages and plan to review them soon.
   - 2005-06 articulation will be very different: 1. course to course; 2. three different ge patterns depending on the schools students are enrolled
   - 2007-08 and 2008-09 majors that come on board for transfer will be the next focus.
   - Statistics will no longer be accepted for UCM since calculus is a prerequisite to their statistics. If a student is majoring in School of Natural Science or Engineering, they should not take statistics. If they are majoring in World Cultures and History, Western Civilization will no longer be accepted. Students are not held to these requirements until they are posted on ASSIST, but they are recommended.
   - Current community college articulated statistics will be accepted for Social Science major with emphasis in Economics, Psychology or Public Policy.
   - Richert will send an email regarding the statistics issue, completion of sequence, etc.
- Note: The Articulation standard has always been that a course contains 80% of the content of the original course. It is then deemed comparable.
- It was suggested by Saunders to wine and dine our counselors and faculty to increase the awareness of programs and transfer numbers. Roundtable discussions with faculty would be beneficial.
- UCM has Administration Guarantees (TAG) with students rather than institutions. Gym has broken ground. New dorms should open in fall 07.
- Nov 30 is the deadline for the UC application. For UCM academic history should be stressed…not as much the personal statement.
- Jeff Yoshimi, UCM Professor of Philosophy, has a transfer grant that is designed to increase the transfer rate of community college students.
- Note: Rodgers indicated that there is a HECCC Transfer Initiative: The short term plan is for each of the four-year institutions to offer a separate transfer day with student follow-up. CSUS has been set for January 25, 2006. UC date has not been established. Format will include 10 students from each of the community colleges with a preparation meeting preceding the fieldtrip. The Transfer Center Coordinators will prepare the preceding meeting. Counselors will select the students. Selection criteria may vary from institution. There will be a student panel and follow-up planned. UC plans to hire transfer students as Ambassadors/Mentors to incoming potential students. These sessions will be repeated as often as needed. This also ties with the Title V grant which runs to 2008. Students will formulate questions so they can be addressed at the transfer event. The community colleges will pay for the transportation.

b. Presentation to HECCC Council including articulation processes, LDTP
- Will be held on January 25 (Wednesday) at CSU Stanislaus-A 10 minute presentation highlighting: (thoughts/ideas) What HECCC does and where the HECCC committee is going; what we do as Articulation Officers; in-service new members on the board and the HECCC committee; LDTP; information on different transfer plans available i.e. CVHEC, TAA, LDTP, SIGETC, IGETC, HECCC, etc (the underpinning of all this is still articulation); how articulation is the key/foundation leading to collaboration between systems; seamless transfer does not happen without articulation; how HECCC grids are different than the information on ASSIST.
- Establish a separate meeting prior to January 25 to establish the content of the presentation.

c. Evaluator Committee
- Community College evaluators use the grids all the time.
- Evaluators would like to meet with us at the Dec 12, 2005 meeting to entertain evaluator questions or concerns. Our meeting will be extended from 9 am-4pm. The evaluators will be scheduled from 9am-11 am. Hopefully the facility will accommodate conference calls for those who can’t physically attend.
- Rodgers will email us the evaluator’s issues/questions so that we can prepare the answers.
- The meeting in Stockton will be extended by two hours; 8-4pm.
Evaluator’s names are on the web.

**d. Db/server project**
- McIlwain has used the baccalaureate grid for outreach and to ease the transition for students from one school to another school. It has been a tool used by counselors and evaluators not students. File Maker Pro allows itself to create information sheets so that we can extract from that data. There are uses we haven’t thought of yet.
- CSUS used to establish grids for every major and with every community college. The schools/grids were compiled onto one sheet to save on paper.
- Rodgers suggested that in our college catalog, we could have a ULR where students could go to view HECCC grid information.
- The server would permit CSUS to go back to the ‘course by course’- ‘major by major’ database. The problem is keeping the grids in “real time”.
- We now have two servers; the HECCC server and the Stanislaus server. Rodgers indicated that all the HECCC members will be able to use the server. She also has a tutorial on how to down load the information.
- McIlwain and Barbara need to install File Maker Pro on four more sites. A possible use would be to put our outlines in a central location so that we could all access.

**3. Discussion**

- **a. US History, Constitution, and American Ideals grid**
  - Take the draft home for review and bring back your suggestions for the next meeting

- **b. CVHEC/CollegeNext.org**
  - There was a phone call conference meeting held. Andersen, Vivian Franco of CSU Fresno, and Susan Fauroat of UC Merced are to build the agenda for implementation. i.e. which majors in the CVHEC admissions can be pursue (and not). Streamlined information will be provided for admissions, preparation for the major, and contact information. This meeting will occur in January.

- **c. Identify examine, select which discipline to review/update – IMPAC**
  - This topic was closely related to the discussion of the baccalaureate grid and the Child Development meeting MJC had with CSUS at the end of last spring.
  - Save for the Dec 12, 2005 meeting.

- **d. Discussion: Historical documentation and reciprocity certificate – Report current status and how the process is working.**
  - Discuss with evaluators at next meeting

- **e. Brainstorm Initial research strategies to document grid time/value**
Age old question “Is this worth the time?”
Saunders polled his counselors, none of them use the HECCC grid
Is there a way of knowing how many HECCC websites’”hits” occur. Saunders will ask the new webmaster.

f. Liberal studies blended program
McIlwain hasn’t talked to Cathy Shipley yet. He will bring back the updated grid for the next meeting. Cathy’s assistant has a new job at San Jose State.

4. Review/ Approval Items
   a. Review grid symbols for consistency/modification
      Have Amy or new person create a display of how the grid symbols have been used.
      Save for Dec 12, 2005 agenda

   b. ADN grid
      MJC nursing thought the entry level math course equivalents would be helpful for advising students if they were reflected on the grid. Saunders felt that if a course had a prerequisite course of math already then there was no need to reflect it on the grid i.e. chemistry has beginning or intermediate eligibility as a prerequisite. Cranley will provide the math equivalencies for the MJC Nursing division only since they requested the addition.
      Andersen remembers from the past meeting that we were going to reformat the Nursing grid before each of our changes were inserted. Saunders will work on it and resend the document to the group.

   c. Pre-licensure Nursing agreement
      McIlwain will check to see if there were any changes to the grid. It will be added to the next meeting agenda.

   d. Rad Tech grids

   e. CAN grid
      Andersen and Cranley gave Rodgers their CAN grids. The rest need to email their changes to Rodgers.

   f. Baccalaureate grid update
      Pros and cons were discussed. It will be brought back for discussion Dec 12, 2005.

5. Other
   Amy has now completed her BA degree. A new person has been hired and is currently being trained. Continue send your changes to the HECCC email address.
   Amy expressed confusion as to which HECCC grids have been approved and which ones haven’t. The decision is that she will send the grids to the entire
committee for a final review. A stamp of approval or changes will be sent to Amy. The grids in questions are CSU-GE, IGETC, AA/AS, Rad Tech (both).
- Tackle Computer Science at the next meeting
- Cranley will establish a planning meeting prior to our December 12, 2005.

6. Agenda items moved to Dec 12, 2005 meeting
- US History, Constitution and American Ideals grid
- Identify examine, select which discipline to review/update-IMPAC
- Discussion: Historical documentation and reciprocity certificate-Report current status and how the process is working.
- Brainstorm Initial research strategies to document grid time/value
- Liberal Studies blended program
- Review grid symbols for consistency/modification
- CAN grid
- Baccalaureate grid decision
- Computer Science

Respectfully submitted by:

Ruth Cranley
Articulation Officer
Modesto Junior College