MEMBERS PRESENT
David Ashley, UC Merced
Diana Demetrulias, CSU Stanislaus
Dennis Gervin, Columbia College
Charles Jennings, San Joaquin Delta College (Representing Della Condon)
Marcella Rodgers, HECCC Executive Director
John Spevak, Merced College
Pat Wall, Modesto Junior College (Representing Jim Johnson)

GUESTS
Roger Pugh, CSU Stanislaus
Diana Sunday, Regional Title V Research Office

I. TITLE V
Spevak opened the meeting with introductions and asked for a five to ten-minute closed session after the meeting.

Research
Sunday presented the Board with the second working draft of the Community College Student Transfer Barrier/Difficulty Survey Report. Sunday noted that the information was compiled from the survey, which was sent to every student who had transferred to CSU Stanislaus in fall 2005. The survey return was 38.1 percent and in terms of the demographics, was representative of the surveyed population. The outcome of the survey suggested that the top difficulty reported by the students surveyed was related to the advisement/counseling function including information that did not agree within the six colleges and universities, or within one institution. From the survey’s comments for example, information may not agree between or within institutions, or updated early enough for students’ use in planning and scheduling. It was also noted that the previous focus groups and a New Student Survey from 2000 reported similar concerns and mirrored the current report.

Sunday also added that the comments indicate that most students obtain their information from advisors and websites, and that students appear to be very comfortable in obtaining information from the Internet.

A majority of those surveyed were liberal arts students who indicated difficulty and confusion in the university’s orientation. Their concerns included not having enough advisors or advisors/assistants that were sophomore students themselves and that they were unfamiliar with the coursework or majors of the transfer students. There were numerous comments from respondents that the orientation did not address transfer students but focused more on incoming freshmen students.

Gervin questioned if there was any indication about students’ use of the campus catalog. Sunday said catalogs were not specifically mentioned, but that respondents did advise future transfer students to use all available information resources and to take more personal responsibility in acquiring needed transfer information. However, respondents did mention using the Internet and from those comments may be assumed they utilized the campus catalogs online. Some respondents mentioned finding the ASSIST web pages on the Internet and thought them to be very helpful.
Spevak remarked that the results were not much different between colleges. Spevak also asked when the final report would be finished. Sunday noted that the review process must be completed, revisions made, and the approval obtained from the Board to finalize the report. Sunday hopes to finalize the report this summer, but the final report is not scheduled for completion until Fall 2006 per the “Title V Research Plan” timeline. Sunday requested the Board’s review and suggestions. Rodgers encouraged the Board to share the draft report with their campuses. Spevak recommended the Board review the report thoroughly and bring it back to the first HECCC Board meeting in the fall.

Ashley asked, from an analytical perspective, why the executive summary seemed to be reporting negative data. Sunday stated the executive summary was written to address the purpose of the survey, identifying barriers and difficulties to transfer as perceived by transfer students. Ashley pointed out that it would be easy to form a wrong interpretation and suggested that he would prefer no numerical data summaries be included in the executive summary. He suggested that readers could turn to the appendices, if prompted.

Spevak summarized the discussion and asked whether Sunday could rework the executive summary to reflect the entire breadth of the data, and extract the data from the summary but write a narrative to support it. Sunday affirmed she would rework the executive summary, move data summaries to the appendices, and send the revisions back out to the Board via email.

Rodgers asked the Board if there was an expectation to present research at the June joint meeting with the presidents. Sunday will reformat the report and it could possibly be ready for review at the June Board meeting. Saechao will send Sunday’s email addresses to the Board. Spevak recommended that the Board review the report immediately and have comments ready for next meeting. Spevak encouraged campus discussions of the report, but it should not be shared with Presidents until the combined HECCC Council and Executive Board meet in June.

Activity One
The visitation to the General College at the University of Minnesota was attended by 9 delegates from MJC, Merced College, San Joaquin Delta College, and Columbia College. Wall reported that the four delegates from MJC will submit their proposal to the Board in the fall. Wall remarked that MJC delegates were excited to discover different learning styles taught by General College. For example, traditionally the subject of math has always been taught in a lecture format. But at General College, students were given the choice of the mode of delivery. Rodgers pointed out that finally, students are being helped to identify their learning styles. Rodgers suggested a regional faculty development program be developed pertaining to learning styles and developmental education.

Activity Two
The Board will review the proposals from MJC and the Title V Research Office at a future meeting.

June Combined Council/Executive Board Meeting Agenda
The Board reviewed agenda items for the combined meeting in June. MA/MS Interdisciplinary Studies Discussion was removed from the draft June agenda. Spevak will work with Rodgers to finalize the agenda.

Title V Board Selection of Regional Title V Grant Director
Regarding the Title V Collaborative Grant and HECCC Executive Director position, Spevak noted that there was consensus at the last Board meeting in April to separate the activities of both for at least a year. It was suggested that it might be difficult to transition for one person to pick up both activities immediately.

Other
Spevak noted that the Title V Grant sunsets September 30, 2008.

Rodgers pointed out that the Regional Title V/HECCC Offices will close June 2 for the summer and will resume operations in September.
II. HECCC

Approval of April 24, 2006 Minutes
The April 26, 2006 meeting minutes were approved with changes.

Physics Training Program
Spevak believed the high school physics teacher training program is a great way in advocating science. It was noted that Rodgers had secured grant from the National Science Foundation (NSF) to fund the physics program. Currently, there are 25 participants. The five-day training session this summer is hosted by Columbia College. Two follow-up sessions, one at San Joaquin Delta College and one at Merced College, will be conducted in fall 2006 and spring 2007. Rodgers added that last summer at CSU Stanislaus marked the first physics teaching training project session.

The physics teachers list that was distributed at the meeting included 24 participants. Ashley questioned whether the number reported was the capacity of the program. Rodgers clarified that there is room for a few more participants if there are physics teachers who are interested, up to twenty-five. The Board agreed upon the assessment of the physics program in that it is a benefit to local schools and teachers. It was noted that the program is intended to address the need to strengthen student knowledge of science and thereby increase the number of students pursing science college majors.

Transfer Initiative
Spevak discussed the establishment of the Transfer Initiative. The HECCC Board and Council all agreed to push and not just maintain what HECCC has accomplished. Spevak referenced the results of the Transfer Days at UC Merced and CSU Stanislaus. Although, the student turnout could have been higher, participants remarked about how much they valued their visits to the universities.

The Board invited Roger Pugh to join in the discussion of the HECCC Transfer Initiative. Pugh reported that there is a concern regarding transfer rates to CSU Stanislaus. Generally, there are 900 transfer students who apply for enrollment at the University in the fall. About 20 percent are students transferring from the four HECCC community colleges. However, there is a 10 percent drop in the transfer population for fall 2006 applications. Pugh commented that universities from across the state has seen a downward trend in transfer rates, not just CSU Stanislaus. On the bright side, the number of students admitted to the University is higher than last fall. Pugh noted the efforts of Vadon “Mac” McIlwain in reinstituting enrollment at HECCC community colleges. For example, another admissions date has been set at Merced College. Applications to CSU Stanislaus are still being accepted from prospective students.

Ashley reported that transfers decreased about 40 percent at UC Merced. Demetrulias asked the Board for intervention recommendations. Wall reported that enrollment at MJC has been dropping for the past three years. Jennings added that the enrollment at San Joaquin Delta College has been flat. To address this and other transfer issues, San Joaquin Delta College is implementing several initiatives in the fall in order to drive up transfer rates. Spevak pointed out that enrollment is also lower at Merced College by two percent, which can be attributed to all kinds of factors (i.e. costs, time, etc). Pugh suggested coordinating a bus system for student commuters as there are currently six different bus networks.

Ashley remarked that students seem to flow back and forth between community colleges and universities. Pugh explained that Cal-PASS is a reporting device that tracks where individual students are enrolled and can be used to follow their status at each institution.

The Board noted that the HECCC Transfer Committee meeting calendar was approved.

MA/MS Interdisciplinary Studies Degree Program
Spevak noted that the MA/MS Interdisciplinary Studies Degree Program was thoroughly discussed during the April Board meeting and therefore needs not be discussed again.
Approval of 2006-07 Executive Board Meeting Calendar
The meeting calendar has been scheduled with the administrative assistants and is approved by the Executive Board. It will be reviewed for final approval by the HECCC Council.

Recruitment of HECCC Executive Director
At the request of, Spevak, the HECCC/Title V Executive Board Chair, Rodgers submitted a proposal to conduct HECCC Executive Director duties for one academic year. Spevak moved the meeting to a closed session to discuss the proposal.

Spevak then discussed with the Executive Board the proposals submitted by Rodgers earlier in the meeting. The Board unanimously approved the first proposal (in which Rodgers would work through and a little after the physics workshop, including the HECCC President’s Council and Executive Board).

Regarding the question of whether to divide the HECCC duties from the Title V Grant Collaborative responsibilities, the Board decided not to make that split; rather, a motion was made to proceed on the recruitment of a consolidated position for both HECCC and Title V, with duties to be adjusted according to and after the final selection. The effective date of the employment of the new executive director would be on or before September 1, 2006. The group also decided that this position should be advertised extensively this summer, both internally to the HECCC institutions and externally. A subcommittee of the HECCC group will be formed to develop the job announcement and to develop the selection process. The selection committee will consist of the Executive Board members from each of the six institutions - David Ashley, Diana Demetrulias, Dennis Gervin, Charles Jennings, Jim Johnson, and John Spevak - or their designee. The recommendation for the position will then be submitted to the President’s Council for final approval. The motion was approved by a vote of five ayes and one nay.

Respectfully Submitted,

Meuy Saechao
Recorder