MEMBERS PRESENT:
David Dauwalder, CSU Stanislaus
David Ashley, UC Merced
George Railey, Columbia College
Bill Scroggins, Modesto Junior College
Anne Newins, representing Merced College
Mary Ann Cox, representing San Joaquin Delta College
Marcella Rodgers, Executive Director

MINUTES
The September 24, 2003 HECCC Executive Board minutes were approved as read.

NSF PHYSICS HECCC PROJECT
The Board requested more detailed budget information before making a decision on this item. They also indicated they wanted more college physics instructor involvement in the proposed project. Rodgers will follow up and report back to the Board.

TITLE V HSI GRANT UPDATE
Dauwalder reported that the inter-jurisdictional agreement has been sent from CSU Stanislaus to Delta College for approval.

Rodgers distributed a list of rosters, which include the membership of the various Title V regional committees and a first draft press release. It was reported that the Activity One Coordinators met on Oct 2 and 22 to establish their coordinated working effort and discussions are underway to develop plans for the SI staff development. MJC has offered to share their student training package. Two local instructors, Martha Robles from MJC and Eileen Tanioka from Merced College attended the October 22 meeting and provided an overview of SI training information for the coordinators. Rodgers is investigating the cost of bringing a trainer from the University of Missouri-Kansas City Center for Academic Development. The Activity One Coordinators agreed that the local regional staff develop should take place during January 2004. Scroggins recommended that the CSU Mesa SI training program be investigated as it may be more cost effective and they do an excellent job of training as well. The contact person is Lucy Casali at the UC office.
The first Activity Two Coordinators meeting is scheduled for October 24, 2003 at CSU Stanislaus. Rodgers met with the articulation officers on October 13 to discuss their role in relationship to their membership on the Regional Transfer Team. Discussion of the Project Advisory Committee membership development will be on the next HECCC Executive Board agenda. The following individuals will be attending the Title V Project Directors Training meeting in Washington DC: Donna Moore, CSUS accountant, David Dauwalder, Marcella Rodgers, Pam Upton, MJC Activity One Coordinator, Martha Robles, MJC Activity Two Coordinator. The fiscal affairs staff representatives from the Merced College and MJC campuses and Bill Scroggins have recently attended a Title V Project Directors Training meeting.

**HECCC BUDGET**
Rodgers distributed the approved 2003-04 operating budget and discussed the current administrative options available to manage the account which is now located at YCCD. An update report will be provided at the next meeting.

**ONLINE CURRICULUM MANAGEMENT SYSTEM**
Scroggins provided an overview of the MJC system that integrates Adobe 6.0 and a campus developed system. The system provides for online forms to facilitate course development utilizing the approved campus format with accessibility by approved reviewers to make comments, post their approval status, and appropriate designated sign-off procedure. It does not send involved parties an email each time a new

**CAMPUS REPORTS**
Each representative provided a brief campus update.

Respectfully Submitted,

Marcella Rodgers
HECCC Executive Director