EXECUTIVE BOARD
APPROVED MINUTES

December 17, 2003

David Ashley, UC Merced
Mary Ann Cox, representing Delta College
David Dauwalder, CSU Stanislaus
George Railey, Columbia College
Bill Scroggins, Modesto Junior College
Marcella Rodgers, HECCC Executive Director

APPROVAL OF MINUTES
The November 24, 2003 minutes were approved with changes.

HECCC
Board members discussed the status of the proposed PACE and Cal Pass projects. CSU Stanislaus is, unable at this time, to support a program such as PACE due to the current budget concerns. The PACE program is degree-focused not course-to-course and fosters guaranteed transfer to the university. A discussion regarding the value of on-line courses to meet the local student need in their quest to attain a college education was discussed. The faculties philosophy regarding on-line courses and understanding that on-line instruction is a tool for course delivery was discussed. The mode of delivery does not change the course or the course content. These two items will be brought back for discussion as the Board deems necessary.

Rodgers reviewed the 2003-04 Budget Summary that reflects the HECCC account funds to be transferred to the new HECCC account at CSUS for operational purposes. The Board approved the transfer.

Board members received a copy of the San Joaquin Delta College Board of Trustees May 20, 2003 Board item, signed by Francisco Arce and Raul Rodriguez recommending the interjurisdictional exchange for the services of Marcella Rodgers. This Delta College Board item was approved during the May meeting as referenced. In addition, HECCC Board members also received a copy of the HECCC and Title V Interjurisdictional Agreement documents for the term beginning July 1, 2003 through June 30, 2008.

The group developed agenda items for the joint January 16, 2004 meeting with the HECCC Council.
TITLE V

Rodgers distributed a Regional Title V HSI Executive Summary dated December 2003 and a complete listing of Title V Regional Committee membership. The document provides a brief overview of the grant activities and is to be utilized at the campus sites to inform staff. Rodgers also provided a Fall 2003 progress report of the Title V grant activity and accomplishments. A series of documents that have been developed through the regional coordination process were distributed as information items for activity one, activity two, and regional research: student recruitment and description defining supplemental instruction document, SI Leader contract, form letters welcoming students to the program, student program application, mentor responsibilities, and mentor application.

The Time and Effort Certification Form and the Time and Effort Reporting Log Form were distributed as reference documents for the three Title V institutions. All staff and faculty who are paid with grant funds must submit the time log on a monthly basis and the certification form on a quarterly basis to the Regional Title V Director. Rodgers also distributed a sample budget summary format that the grant activity coordinators will use to maintain accurate accounting records.

Rodgers distributed a projected budget for the Supplemental Instruction Faculty Training event, which is scheduled from January 8 through January 10, 2004 at the CSU Stanislaus campus in the Faculty Development Center. The estimated cost per participant is $334 and each campus will pay for their faculty to attend. The Title V Board approved the projected budget as presented.

Meeting was adjourned at 4 pm.

Respectfully Submitted,

Marcella Rodgers
HECCC Executive Director/
Regional Title V Coordinator