MEMBERS PRESENT
Jim Johnson, Modesto Junior College
Debra Louie, San Joaquin Delta College
Roger Pugh, CSU Stanislaus
Encarnación Ruiz, UC Merced
Bill Scroggins, Modesto Junior College
John Spevak, Merced College
Marcella Rodgers, HECCC Executive Director
Claudia Abarca, Recorder

GUESTS
Jacquelyn Forte, CSU Stanislaus

APPROVAL OF MINUTES
The meeting minutes for July 26, 2005 were approved with one change.

WELCOME
Introductions: Guests and committee members were introduced.

Review Meeting Purpose: Increase the number of transfers from community colleges to four-year institutions. Short-term goal includes January 2006 project involving community college students visiting CSU Stanislaus one day and UC Merced another day. Spevak and Scroggins proposed and committee agreed that goals were 1) Encourage students to prepare for transfer, and 2) Reinforce the importance of a college education. Long-term goals need to be discussed once short-term goals are proposed.

REVIEW COMMITTEE CHARGE
Initial January 2006 Project:
The proposed pilot project dates are January 26 and 27, 2006. However, it may be necessary to implement the project in early to mid February. The project consists of three main elements including the: Preparatory Session, Campus Experience, and a Peer Follow-Up Visit. The proposed campus experience agenda is as follows: (Italicized items were added or changed. New agenda will be sent out to committee before October 19, 2005.)

8:00 am Departure from community college
9:00 am Arrival at the hosting campus
9:15 am Welcome/Greeting from campus official/Overview
9:30 am Campus Overview/Financial Aid—How You Can Finance Your University Education
10:00 am Tour
11:00 am Guest Lecture or students grouped into smaller groups and offered choices of classes to attend with a guide.
12:00 pm Student Panel and Transfer Students
12:30 pm Lunch with student panelist and an admission representative
1:00 pm Optional visit to student store
1:30 pm Departure
2:00 pm Trip Home includes evaluation and discussion about visit
Long Term: Institutional Barriers to Community College Transfer:
Committee discussed need to review local related student data and research. We need to improve our data systems in relationship to tracking student transfer. There is a possible need to unify outreach efforts. Scroggins stated we need an inventory of current efforts under way to address barriers to student transfer. There is a need to address course taking patterns.

CSU STANISLAUS TRANSFER DAY PROPOSAL (Roger Pugh)
Pugh distributed a draft proposal with tentative agenda for the one-day event. The date for the event is not yet scheduled, but their target date is January, 2006. Scroggins suggested students interested in attending event should submit questions in advance, this way answers to most asked questions can be addressed. Questions can be submitted with intended major or career interest included. The group suggested that the prep-piece should be done by transfer center coordinators at each community college. Students can be separated into groups or “clusters” by major or interest during event. According to Pugh, individual follow-up will be critical.

UC MERCED TRANSFER DAY PROPOSAL (Encarnación “Chon” Ruiz)
Ruiz distributed a draft proposal with tentative agenda for the one-day event. The date for the event is not yet scheduled, but their target date is first or second week in February, 2006. Ruiz announced that on November 17, 2005, MJC students will visit UC Merced. Ruiz suggested two key elements: 1) Ask students why they are visiting and prepare them prior to visiting and 2) Identify two students from each community college (i.e. ambassadors), have them participate in event and help create interest back at their campus. Spevak suggested that paying the campus representatives for their help might be an incentive. Ruiz commented that his goal/plan was to hire and pay community college students as representatives of UC Merced.

Changes were made to agenda for event and Ruiz will send new agenda to committee and transfer center coordinators. Pugh will work on time table and pre-packet and email to committee and transfer center coordinators. Meeting with transfer center coordinators from Merced College, MJC, Delta College, and Columbia College will be scheduled by Regional office before October 19, 2005.

Newins clarified with committee that students chosen to participate are preferably those who will transfer in two years, but if it takes them three years it is ok for them to participate. Also accepted are transfer students who have both declared and undeclared majors. Students selected need a recommendation from a counselor. Transfer center committee will meet with counselors to make selections. Ten students are to be selected from each of the four community colleges to participate in special transfer day at UC Merced and similar event on a different date at CSU Stanislaus. Committee noted that group of students that are selected to participate in UC Merced event may not necessarily be the same group selected to participate in CSU Stanislaus event. Transportation for students will be arranged by and paid for by each community college. Committee agreed to use vans as means for transportation.

REVIEW OTHER SIMILAR SUCCESSFUL PROJECTS
Cal-Pass, a K-12 tracking system, was discussed by Scroggins.

OTHER
Rodgers distributed “Student Success: Statewide P-16 Systems” handout for committee reference as we developed our local planning for the transfer initiative.

Respectfully Submitted,

Claudia Abarca
Recorder