



**TITLE V GRANT
ACTIVITY TWO COORDINATORS COMMITTEE
MEETING**

**Approved Minutes
October 23, 2006**

Present:

Jacquelyn Forte, CSU Stanislaus
Martha Robles, Modesto Junior College
June Boffman, Interim Regional Title V Director

I. Announcements

Boffman announced to group that Diana Sunday requested each campus to assist with student history data base accuracy. Martha sought clarification. Boffman will share these questions with Sunday.

II. Approval of September 28, 2006 Minutes

The minutes were approved as corrected.

III. Transfer Survey Results

The members support all of the report recommendations.

- Martha suggested that the report be distributed to key people at each campus. A task force could be developed at each campus to explore where each campus is on each element and develop an action plan.
- Jackie recommended adding a "STAMP" link on each campus web site to the HECCC site which holds the Title V and STAMP data.
- Jackie and Martha report that STAMP students do need information on financial aid. Consistent connection with the mentor or coordinator does meet this need.

IV. Planning for the "Celebration Day"

The members decided to name the event "STAMP Transfer Day". Discussion ensued to plan for the event.

- Date: Career Day. It is in April, the actual date is yet to be decided by the campus
- Ideas for activities:
 - Campus tour
 - Arranged times with departments students,
 - 30 to 60 minutes for students to talk with the chair or a department representative about the major and pre-requisites
 - Possibly arrange the time so students can go to more than one department if they are undecided about their choice of major
 - Allow time for students to attend the career fair, 60 minutes?

- Question and Answer Time: Gather all students together at the end of the time on campus to answer specific questions. Coordinators should have a few questions prepared to initiate discussion.
- Time on campus: 3 hours
- Action Plan
 - Jackie to email Career Day date or provide a contact person
 - Each coordinator will need to prepare a list of students planning on attending with the major so the Stanislaus coordinator can arrange for department sessions
 - Greg and Martha will decide who will be the lead for this event
 - Coordinators will explore options for food expenses (the Title V trust account should be able to sponsor the event).
 - Individual campuses will support transportation to CSU Stanislaus

V. Early leaver survey modification, see attached.

VI. Ideas for use of carry forward funds

Members were invited to submit requests for funding from the carry forward funds.

- Martha shared her ranked request:
 - Increase counseling hours at community colleges
 - Educational materials such as a book loan program
 - Education program activities e.g. field trip to the Castle Air Force base “Challenger Simulation”
 - Electronic transcripts
 - Degree Audit
- Jackie requested funding for an overnight STAMP Express pilot. Students hoping to transfer would have the opportunity to spend time on campus to learn about services and campus programs.
- Martha agreed to share her list with other coordinators so the request could go forward as a joint request.
- June requested that a cost estimate accompany each item

Respectfully Submitted,

June Boffman
Interim Regional Title V Director