

Fall 2018 – September 27, 2018

AGENDA

**Transmountain Early College High School Advisory
Committee Meeting**



1. Welcome
2. Summer II Book Issues
3. Finalized MOU
4. Next Meeting Dates
5. Fall and Spring Registration
6. Fall Graduation
7. Update Facilities and Outdoor Activity Area
8. TMECHS Web Page and Co-Branding Requirements
9. TMECHS Redesignation Confirmation
10. Other

NOTES—

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Meeting Minutes

Transmountain Early College High School Advisory Committee Meeting

September 27, 2018

- 3:22 P.M.** - Meeting opened with a welcome statement and discussion of the purpose of the meeting.
- 3:23 P.M.** - Addressing of the summer two book issues faced by the district and students of EPCC who fail to grab books before the district closes the week before EPCC classes start. Possible solutions were discussed including students being dropped from classes if they do not obtain their books, or adding a section to clearance forms where summer students must pick up their books before being cleared.
- 3:37 P.M.** - Finalized MOU has gone to the board and been approved and documented. In it, Transmountain Early College must provide the EPCC logo on their websites and any school spirit memorabilia (shirts, agendas, water bottles, etc.).
- 3:38 P.M.** - Fall and spring semester registration discussed and the spring registration dates are currently up on the EPCC website. CRFs and ERFs should be submitted by Transmountain Early College as soon as possible as the seats for classes fill up quickly. ERFs must be submitted no later than October 19, 2018, or November 16, 2018, on campus.
- 3:46 P.M.** - Updated on the process of updating the EPCC gym, and the process of attempting to improve the outdoor activity area for students benefits. Addressing the needs and processes of getting Transmountain Early College a faculty restroom and the discussion that all proposals and issues must be documented.
- 4:01 P.M.** - Reiterating the co-branding requirements in place for Transmountain Early College and EPCC. Understanding that the EPCC logo must appear on the TMECHS webpage, shirts, planners, and be posted in the classrooms as part of the MOU. Additionally, all about us documents that involve receiving an associate's degree must include a mention of EPCC.
- 4:16 P.M.** - Discussion of the different areas of focus that we must put our attention towards in order to improve recruitment rates and explanation of understanding the redesignation confirmation.
- 4:27 P.M.** - Discussion of the differences between Transmountain Early College and EPCC in regards to FERPA and the processes that must take place. Any other questions were addressed at this time.
- 4:49 P.M.** - Meeting was adjourned.