# Ventura College

***Department Chairs & Coordinators Council*** ***Meeting Agenda***

## Tuesday, August 22, 2017

3:00 p.m. – 4:30 p.m. – MCW-312 (Conference Room 3rd Floor)

**Charge:** The Department Chair and Coordinator Council provides a forum for the discussion of academic, operational and institutional issues. This is a faculty-driven body that makes recommendations to the Administrative Council.

**Membership:** Vice President of Academic Affairs; Vice President of Student Affairs; department chairs (and assistant chairs); coordinators; Academic Senate President (or designee).

**Chair**: Vice President of Academic Affairs and Faculty Co-Chair (selected by the Council).

**Meetings:** Fourth Tuesday of the month, 3:00 p.m., MCW-312 Conference Room.

1. Welcome/Announcements

* **Aug 18-** Dept. chair/coordinators submit Spring Courses
* **Sept 29-** All Campus Retreat
* New Minimum Qualification List: <http://californiacommunitycolleges.cccco.edu/Portals/0/Reports/2017-Minimum-Qualifications-Handbook-r1-ADA.pdf>

1. Review of Minutes from April 25, 2017
2. Discussion with Dave Keebler regarding Vision for VC (3:15 time certain)
3. Budget and Facilities (Sue Royer)
4. Vice President updates
   1. Damien Peña
   2. Kim Hoffmans
5. Committee Basics
   1. co-chair
   2. frequency of meetings
   3. day and time
6. Review 2016-17 Goals & Accomplishments
7. General Announcements – *Council* (Time permitting)
8. Future agenda items
   1. Active Shooter training
   2. Guided Pathways
   3. Other
9. Adjournment