

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

Tuesday, February 23, 2015

3:30 p.m. - 5 p.m. – MCW-312 (Conference Room 3<sup>rd</sup> Floor)

I. Welcome/Announcements

- a) The Accreditation Team visit is September 26-29<sup>th</sup>
- b) Catalog Corrections were due yesterday, Feb. 22 to Katie Owashi
- c) DCC Retreat is March 1<sup>st</sup> 9:00 am-3:00 pm (HSC-201 EMT/PM Room). Lunch/Reorg Discussion at 11:30 a.m. in Guthrie Hall
- d) Community College Survey of Student Engagement (CCSSE) to be completed in selected classes between March 28-April 21 (tentative dates)
- e) Achieving the Dream coaches visit March 17 & 18 (tentative dates)

II. Review of Minutes from January

III. Ventura Youth Correctional Facility Courses (Lisa Davis, Guest)

IV. Retreat Agenda Items

V. Office of Student Learning Updates

- a) Kim Hoffmans
- b) Pat Ewins

VI. Informational / Discussion

- a) Organizational restructure (4:00 pm time certain)

VII. Student Learning Outcomes (Debbie Newcomb)

VIII. General Announcements – *Council* (Time permitting)

IX. Future agenda items?

X. Adjournment

**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 Presidents of Student Learning; department chairs (and assistant chairs); coordinators; Academic Senate President (or designee).

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

**Meetings:** Fourth Tuesday of the month, 3:30 p.m., MCW-312 Conference Room.  
(~~Aug 25, 2015~~ ♦ ~~Sept 22, 2015~~ ♦ ~~Oct 27, 2015~~ ♦ ~~Nov 24, 2015~~ ♦ ~~Jan 26, 2016~~ ♦ Feb 23, 2016 ♦ Apr 26, 2016)

Items in Reserve:

- Credit by Exam list
- Grading policies/student failure/student drops
- Communication of new processes and state mandates (i.e. closed caption)
- Online/hybrid/web enhanced courses
- Textbook access codes
- Department Chair training for student complaints
- Peer/Student references