

VENTURA COLLEGE

**Department Chair Council-Minutes**

Campus Center Conference Room

Tuesday, February 28, 2012

**Present:** J. Garcia, R. Sanchez, P. Wendt, C. Mansfield, B. Moskowitz, D. Kumpf, M. Pauley, S. Melton, J. Parker, T. Prell, T. Pardee, T. Harrison, S. Sloan-Graham, T. DeClerck, R. Koerner, D. Oliver, A. De la Selva, J. Selzler, J. Garey, S. Quon, S. Bricker, S. Palladino, P. Sezzi

**Guests:** Dina Pielaet, Alma Rodriguez

**Recorder:** Linda Resendiz

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Welcome</b>	Ramiro welcomed everyone to today's meeting.			
<b>General Announcements - Council</b>	<p>S. Melton – The Nursing Department is currently going through two self studies. One study is to continue accreditation through the Board of Registered Nursing and the other is to obtain first time accreditation through the National League of Nursing. Also, there are two grant proposals out for approval.</p> <p>P. Wendt – There are independent studies going on involving 10 campuses where DSPS cuts have occurred. The group who is doing these studies is tentatively scheduled to be here at VC on February 27 and 29.</p> <p>J. Garcia – Currently preparing for the loss of lower level English classes. Attended the counselors meeting to discuss this. Teaching communities will be starting this semester. Met last month with colleagues to talk about accelerated classes. Today's theme will be technology and next month will be links between ESL and English.</p>	Will be contacting faculty with exact dates for interviews by group.		P. Wendt

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p><b>General Announcements – Council (continued)</b></p>	<p>T. Prell – Sumita Lall and himself have been given the task to put together mandatory flex day activities addressing basic skills other than English and math. We would like input from any faculty who currently have ideas they would like to share.</p> <p>S. Bricker – Fall degrees have been finalized and students have been notified. Letters have been sent to students who do not qualify for graduation. Susan mentioned that the largest number of denials is for not meeting the math competency.</p> <p>P. Sezzi – The Senate agenda has been sent out for this Thursday's meeting. The meeting will be on General Ed SLOs and accreditation updates.</p> <p>J. Garey – The Performing Arts program is doing well. The opera comedy musical is coming up in 2 weeks. After that will be the 39 Steps show in April. The Theatre Arts department is looking forward to moving to the renovated theatre.</p> <p>S. Quon – Steve said he's currently involved with helping the equivalency committee at the district. He's also helping out a couple of students trying to get into some programs at Princeton and Stanford.</p> <p>T. Pardee – Currently involved with the Tegrity pilot. He was asked by Kathy Scott to help with the Title 5 grant for next year. Working on getting proper ventilation in the cadaver room. He's also working with the Equivalency Committee at the district office. His department is in the process of electing a new department chair.</p> <p>R. Koerner – We are having the 3<sup>rd</sup> Annual Wellness Week from April 9-13. The Holistic Health Festival will be on Thursday April 12. The men's and women's basketball playoff games are this Wednesday.</p>	<p>Contact Sumita or Ted with any ideas.</p>		<p>Council</p>

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p><b>General Announcements – Council (continued)</b></p>	<p>C. Mansfield – Casey mentioned that there’s a nesting of hummingbirds by the AG area. He said that in a week or two they will be hatching. He said it would be nice to have a video capturing placed there.</p> <p>B. Moskowitz – The art faculty show opened last Thursday in Gallery 2 and Media Gallery. Bob attended the artist conference association last week. His department is currently looking for an art replacement.</p> <p>D. Kumpf – The Math Department is facing the loss of lower level math classes. We are trying to determine what to do with those students. His department has developed two new intermediate math courses, Math 13A and Math 13B. They would be offered in two semesters. The department los the grant funded modular math classes.</p> <p>J. Parker – Jennifer mentioned that Governor Brown wants to realign the child development program to childcare. She said that the state has been awarded \$52 million by the federal government. 16 counties were awarded money and Ventura County is one of them. She said that we’ll be partnering with the department of education for lab schools.</p> <p>M. Pauley – He mentioned that instructional effectiveness groups are still going on. He said that his department is participating in pilot program level SLOs. The THINK event will be next week. There will be various presentations and tables in the quad area.</p> <p>S. Palladino – Currently looking for a replacement. Luke Hall has announced his retirement.</p> <p>A. De la Selva - Counselor Exchange Day will be this Friday. High School counselors will be on campus and will be given information on how students can register and our various programs. On May 19 counselors will be working to follow-up with those students.</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Discussions/Updates/Presentations</b>				
<b>a. Changes in Financial Aid – <i>Alma Rodriguez</i></b>	<p>Many changes have occurred in Financial Aid within the last 2 years. Alma and Daniel presented the following summary on these changes:</p> <p><b><u>2011-2012</u></b></p> <ul style="list-style-type: none"> <li>• Banner Financial Aid was implemented.</li> <li>• MyVCCCD Debit Card (through Higher One) was implemented.</li> <li>• Students now have access to their financial aid information via the student portal.</li> <li>• As of January 24<sup>th</sup> 11,039 FAFSA applications have been received. Students have until June 30, 2012 to submit an application for the 2011-2012 academic year.</li> <li>• A total of \$16,063,083 in financial aid has been disbursed. Additional disbursements will take place in March.</li> <li>• Changes to the Satisfactory Academic Progress Standards (SAP) have taken place. Students will now be evaluated on a term by term basis. To receive funding, students can only repeat a course one time after they have successfully completed and passed the same course or its equivalent.</li> <li>• The list for eligible programs and primary colleges will be updated.</li> <li>• For any CTE programs, the program cost, graduation rates and loan indebtedness must be reported. Also, California State Licensure Exam Passing rates need to be reported.</li> <li>• The student complaint process applies to the entire college.</li> </ul>	Send presentation to DCC		A. Rodriguez

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p><b>Changes in Financial Aid – <i>continued</i></b></p>	<p><b><u>2012-2013</u></b></p> <ul style="list-style-type: none"> <li>• Changes to the verification process have changed. Students will now need to provide proof if they are receiving food stamps and/or are paying for child support.</li> <li>• The Financial Aid office will no longer be accepting tax documentation. Students will need to use the IRS retrieval process when filling out their FAFSA.</li> <li>• The lifetime Pell Grant eligibility has been cut from 18 full time semesters to 12 full time semesters.</li> <li>• Effective July 2, 2012, the Ability to Benefit (ATB) will change to students having to possess a high school diploma or its equivalency, GED or be home schooled to receive federal financial aid.</li> <li>• Changes to the Cal Grant GPA are being proposed as follows: <ul style="list-style-type: none"> <li>-Cal Grant A: raise GPA from 3.0 to 3.25</li> <li>-Cal Grant B: raise GPA from 2.0 to 2.75</li> <li>-Cal Grant C: raise GPA from 2.4 to 2.75</li> </ul> </li> </ul> <p>Alma stressed the importance of getting faculty to submit their grades in on time due to the term by term students will be evaluated on.</p>			
<p><b>b. Input on new Departmental Brochures – <i>Dina Pielaet</i></b></p>	<p>Dina shared the VC program brochure guidelines. She said that the idea is to standardize brochures that highlight programs or services. So far did 24 different brochures have been done for Oxnard College. This is to increase community awareness of events and attract a higher quality of student. She provided a sample brochette for everyone's review.</p>	<p>Email Dina if you want a brochette developed. Submit the request through the Marketing Request (available on the portal under Employee Information.</p>		<p>Council</p>

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>c. SB1440 Update – Susan Bricker</b>	CSU came up with guidelines to do early evaluations on students requesting transfer degrees. Susan said that out of the 41 students on the list, 12-14 are legitimate applicants. The deadline to apply is March 15 <sup>th</sup> . By then we have to complete an early evaluation on these students. We have enlisted the help of Gloria Arevalo so she can guide us through in developing forms that we need to use. We are also working with counseling and Aurora and Marcelino at the Transfer Center and making calls to students.			
<b>d. Library Project – Peter Sezzi</b>	For the library SLOs we want to speak to some people regarding having classes coming to the library for library instruction.			
<b>e. Spring 2012 Enrollment Data and FTES – Ramiro Sanchez</b>	Ramiro sent out the latest enrollment data report. We currently have 100 more students than Moorpark.			
<b>f. Recommendations from Statewide Student Success Task Force - Council</b>	It was discussed that SB 1452 in student services addresses the matriculation process. If funded, colleges are obligated to meet the requirements. Ramiro said that he would like for next month to highlight the ones that are directly impacting us for next year. He asked everyone to check out the State Chancellor's website for information on this. He said it's something we need to be mindful of and has direct impact for next year.			
<b>g. Standardizing College Catalog Narrative – Gloria Arevalo, Alma Rodriguez, Susan Bricker, Ramiro Sanchez</b>	Ramiro presented this as an information item. All three campuses are working together to standardize the college catalog.			
<b>h. Update on Instructional Material Fees – Ramiro Sanchez</b>	Ramiro distributed information that came out last week. This will be presented at the board of governors meeting next week.	Email Ramiro if you have any questions.		Council

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>i. Results of spring 2012 Department Chair Elections</b>	<p>The following faculty got reelected to serve another 2 year term:</p> <p>Bob Moskowitz – Art Department            Dan Kumpf – Math Department            Eric Martinsen – English Department            Jennifer Parker – Child Development Department            Casey Mansfield – Technology Department            Ted Prell – Criminal Justice Department</p>			
<b>Next Meeting</b>	<p>Tuesday, March 27, 2012 - 3 p.m.            Campus Center Conference Room</p>			