

VENTURA COLLEGE

Department Chairs Council - Minutes

Campus Center Conference Room

March 23, 2010

Present: J. Parker, G. VanMeter, S. Waltzer, T. Prell, J. Beem, S. Bricker, R. Sanchez, J. Stauffer, N. Latham, D. Farris, L. Hall, P. Muñoz, K. Harrison, D. Kumpf, T. DeClerck, B. Herrera, R. Koerner, S. Quon

Guest: Stephen Manriquez

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome	Ramiro welcomed everyone to today's meeting.			
Meeting Notes	The meeting minutes for February 23 rd were reviewed and approved as submitted.			
Spring 2010 Enrollment Data – <i>R. Sanchez</i>	Ramiro mentioned that throughout the week he sent out information on the enrollment headcount for this semester. The headcount for spring 2010 is 690 students. He said that we are still on target to be overcap by 900 FTEs and district-wide by almost 3,300 FTEs.			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Multiple Term Registration – S. Bricker	<p>Susan reported on the following:</p> <ul style="list-style-type: none"> • Multiple term registration will begin on April 19th for special population students. • Continuing students will start registering on April 26th. • Since we will have no 4-week summer session, newly matriculated students will begin registering on May 24th. • Open registration will begin June 1st. • Grades 11-12 students will begin registering on June 9th for summer only. • Prerequisites will begin being enforced starting this summer and will be fully enforced in the fall semester. • Currently looking at a process to automatically drop students, at an appropriate, point in time who have failed to meet necessary prerequisites. 			
Veterans at VC – D. Farris	<p>David talked about the services available for veterans. There are currently six different veterans programs with the common one being the Montgomery Bill. He said that Patty Mazuca handles the veteran's paperwork.</p>			
Prerequisite Enforcement – S. Manriquez	<p>Steve distributed information on the two different processes for prerequisite enforcement. He explained that the process was developed by Bea Herrera. He mentioned that forms are available in the Matriculation Office, Counseling or on the web.</p>			
Title V – K. Scott	<p>Kathy said that Title V is an institutional grant that is now in year 3. She distributed a handout on the services that have been created for students through this grant.</p>			
VC Promise – R. Sanchez	<p>Ramiro mentioned that there will be a couple of changes occurring for the new incoming group of graduating seniors. The VC Promise will not start with the fall semester when previously students would be allowed to start with the summer semester. Also, there will be no income limits.</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Student Services Integration Framework – B. Herrera & S. Bricker	Bean and Susan mentioned that their division will be working on a framework that will look at reducing duplication, doing more with less staff and how best to serve students. From this framework three groups will be formed. One is a workgroup, an oversight group and a research group. The deadline to complete this is in May. President Calote will be presented with this information as well as Ramiro and Victoria. Ramiro will ask the other EVPs to see what they are doing at their campuses.			
Grant Ideas for a Title V Co-op Proposal – G. VanMeter	Gary mentioned that there is an opportunity to apply for a Title V Co-op proposal. This is a 5 year grant and is very competitive. He explained the requirements and what the focus of this grant is.			
Next Meeting	Tuesday, April 27 at 3 p.m. Lrc-205			