

Ventura College Department Chairs & Coordinators Council – Meeting Notes

9/22/2020 3:00-4:30 p.m. ZOOM Meeting

Present: Kammy Algiers Michelle Beard Kaela Casey Marcelino de Cierdo Marian Carrasco Nungaray Phillip Clinton Robin Douglas
 Gema Espinoza Sanchez Ralph Fernandez Maria Flores Deanna Hall Rocio Hernandez Rachel Johnson Mary Jones
 Crystal Kallik Raeann Koerner Cari Lange Eric Martinsen Sandy Melton Michelle Millea Terry Morris Bob Moskowitz
 Ron Mules Paula Munoz Tom O'Connor Lazaro Salinas James Selzler Peter Sezzi Stacy Sloan Graham Michael Ward
 James Walker Patty Wendt Brent Wilson Jeff Wood

Jennifer Kalfsbeek-Goetz (VP) Cathy Bojorquez (VP) Damien Pena (VP) Dan Clark (ASP)

Guests:

Recorder: Sebastian Szczebiot

Convened:

Notes: No Notes Taken

Agenda Item	Summary of Discussion	Action due by whom
I. See Agenda for Announcements		
II. Discussion - Chairs only (3:00-3:30)	<ul style="list-style-type: none"> • Enrollment CAPS follow-up • Evaluation process follow-up • AFT MOU regrading Distance Education training and support • One Book One Campus discussion • Program Review 	
III. Vice President Reports and Items for Discussion (3:30-4:30)	Previous meeting had no notes taken	

Agenda Item	Summary of Discussion	Action due by whom
a) Finals Fall 2020 – Response to Aug 2020 meeting	<ul style="list-style-type: none"> - Finals for synchronous online and in person classes will follow schedule created by ADS Kelly Denton - Finals for asynchronous classes have been assigned randomly through the IE office and will be communicated to faculty by Jennifer 	
b) DE Addenda – Update from Dorothy forthcoming	<ul style="list-style-type: none"> - Dorothy Farias will be working on the DE addenda <ul style="list-style-type: none"> o Schedule for Spring will be pulled next week to see which courses we are running that need to have modality switched/approved o Expect communication from Dorothy 	
c) Discussion of topics in item 2	<ul style="list-style-type: none"> - Enrollment caps-VC administration is supportive of a 40 max student cap <ul style="list-style-type: none"> o Tisa Medrano is pulling data from colleges around the state to help support this position o Highlight: PBriggs found around 300 FTES which were missing by fault of incorrect coding through researching max caps etc. o RE short term classes: how will they be advertised as such? <ul style="list-style-type: none"> ▪ Jennifer is already working with our marketing team ▪ Chairs suggest creating links for “Feb start/Mar start”, etc. where those classes are separately listed as opposed to all together in one banner schedule o Fullterm vs Shortterm courses are calculated using different formulas o VC is pushing District for shift to Student Success Centered Funding formula for district apportionment of funds – Discussions are ongoing at DAC <ul style="list-style-type: none"> ▪ Dan Clark is chair on District committee where he and VPBAS are pushing for student success centered funding. ▪ Dan also stated that all AS presidents in the district support a compressed calendar. - Evaluation Process follow up <ul style="list-style-type: none"> o Some loose ends: How do teaching modalities affect evaluation process? 	

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	<ul style="list-style-type: none"> ▪ Jennifer interprets this as an opportunity to look at all the modalities that the faculty member is employing <ul style="list-style-type: none"> • Important to note that evaluations are meant to be supportive and developmental in nature. - AFT MOU – Jennifer was informed by Laura Barroso at HR and Bea Herrera from AFT that MOU would be extended through the end of the semester (Dec 16). More information should be forthcoming - Question: with Dean of Student Services position now empty, who is leading BICT and Title IX? <ul style="list-style-type: none"> ○ VC will be looking for an Interim Dean of SS, but in the meantime, VPSA will be overseeing these areas. <ul style="list-style-type: none"> ▪ There were concerns with VPSA leading BICT reporting before and therefore Chairs are concerned about this being returned to the VPSA in the interim. Perhaps another VP could lead this. - One Book, One Campus: How to be an Antiracist <ul style="list-style-type: none"> ○ Kaela Casey created a wonderful resource...full of resources...for engaging with the book: Contact Eric Martinsen ○ Guided Pathways is hosting a book club formation session led by Peter Sezzi during virtual conference in October - Program Review <ul style="list-style-type: none"> ○ Timing: Ideal is to have funding allocated before the end of Spring semester, however, this is dependent on when the budget is approved 	
IV. FUTURE AGENDA ITEMS?		
V. ADJOURNMENT		

Department Chairs & Coordinators Council Meeting Schedule
 Zoom Meeting 3:00 p.m. – 4:30 p.m. (4th Tuesday of Every Month)

August 25, 2020	November 24, 2020	March 23, 2021
September 22, 2020	January 26, 2021	April 27, 2021
October 27, 2020	February 23, 2021	May 2021 – No Meeting

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