

Ventura College Department Chairs & Coordinators Council – Meeting Notes

1/26/2021 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 Joe 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. Announcements	Diversity in Culture Virtual Week April 12, 2020	
II. Discussion - Chairs only (3:00-3:30)	<ul style="list-style-type: none"> • Current Schedule planning matters • Diversity in Culture Week – week of April 12 • Equity Summit and other PD <p>Follow-up Questions from Chair Only Discussion:</p> <ul style="list-style-type: none"> • One chair was given the impression that if they scheduled all 100% online, that their offerings would be cut by 50%? We were hopeful that maybe we could reach higher degrees of in person classes, but as we see that situation continues to be dire we may find ourselves with more online that intended. Cutting offerings due to course modality is not effective leadership. <ul style="list-style-type: none"> ○ Even Chancellor’s target of 50% was meant to be seen as an average across the district ○ CTE instructors are interested in teaching on campus, and for the Chair it is important to have strong protocols to keep students and faculty safe. Screening will continue as it currently does. It is also 	

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	<p>important that we work within the phase in plan for those that do want to teach on campus.</p> <ul style="list-style-type: none"> ○ Is adding classes not problematic for students with priority registration for example? This seems like a practice not based in equity. It was clarified that adding classes is not the same as hiding classes. ○ Our facilities are not currently set up for our students to be socially distanced and we do not have the resources to clean and sanitize to the degree necessary. It seems like the safest way forward would be to focus on online courses. ○ Class caps are still at 40 and have not been changed for the Fall currently. This is our first semester with this new cap so it is difficult to speak to the data until we see how things play out. ○ Communication will be key to getting some classes back on campus. ○ Some math instructors have offered their courses online, but have asked students to come in 1 to 3 times a semester to take a test/etc. Also, Math often has to add classes late due to the demand and in order to serve our students. Perhaps we could somehow advertise classes on “stand by”? ○ Nursing’s experience in offering hybrid courses leads them to believe we should be online in the fall as vaccine distribution will still be limited. The logistics of cleaning in between labs for example is very challenging. VC does not have the space and capabilities and the sanitizer has damaged a lot of the building. ○ Are outdoor classrooms still not an option, with zoom for inclement weather? We would need to better understand the volume and look at some concrete plans. ○ Chancellor instead of offering a percentage number should have emphasized that our chairs and instructors know what is best for their programs and students. ○ Chairs understanding is that VPAA will accept the plans that the chairs support as a matter of trust and transparency – the faculty are the subject experts. 	

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	<ul style="list-style-type: none"> ○ Are there funds to replace equipment that has been damaged due to increased cleaning/sanitizing? For example mannequins in anatomy or nursing. • PD Equity Summit 1/29 9 am 	
III. Vice President Reports and Items for Discussion (3:30-4:30)	Previous meeting notes available online.	
a) The Fall 2021 Schedule	See discussion above. Program phase in plans are due Monday February 1 st . Conclusion seems to be that lecture based classes are really best primed for online for Fall 2021 – this would allow VC to focus on a smaller group of early adopters.	
b) FTEF and targets for next year	Biggest criteria is not having enough sections for students. It is difficult to predict how this pan out so chairs so just build to the level they believe to be sustainable	
c) SCFF Highlights and managing enrollment that is grounded in the SCFF	<p>There is still a big focus at VC on FTES, however, SCFF changes how we are funded?</p> <p>See hand out.</p> <p>Next year our district budget model will resemble the SCFF more closely – VC is always at an advantage in these models.</p> <p>Idea is to begin viewing budget through lens of SCFF but incrementally making the actual budget changes.</p> <p>It was argued that this reframing is long overdue! We should be pursuing success not headcounts.</p>	
IV. FUTURE AGENDA ITEMS?	2 year rotation / schedule for course offerings	
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

Office of Student Learning, Ventura College, 4667 Telegraph Road, Ventura, CA 93003 (805) 289-6464

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