

**Our Mission**

At Ventura College, we transform students’ lives, develop human potential, create an informed citizenry, and serve as the educational and cultural heart of our community. Placing students at the center of their learning experience, we serve a highly diverse student body by providing innovative instruction and student support, focusing on associate degree and certificate completion, transfer, workforce preparation, and basic skills. We are committed to the sustainable continuous improvement of our college and its services.

**Our Vision**

Ventura College will be a beacon of learning—a source of inspiration and guidance—for our students and community.

**Our Guiding Principles**

At Ventura College we believe that students come first and all else follows. We strive to create a campus environment that fosters collaboration, communication, and mutual respect. We are committed to these Guiding Principles in all that we do:

* Embrace the strength of diversity
* Listen with intensity and compassion
* Communicate with integrity and patience
* Design student-centered solutions
* Spark self-confidence and a sense of discovery
* Pursue our vision and goals with passion

**Council 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.

The Council agreed upon “Group Norms” to

* Stay focused on issues that will **improve student learning.**
* Remain positive, professional, and respectful of each other.
* Listen to, respect, and strive to understand all points of view
* Respect the time of the council by starting and ending the meeting on time.
* Work together to build consensus.

# Ventura College

## Department Chairs and Coordinators’ Council

### 1/28/2019

#### MCW – 312 | 3:00 – 4:30 PM

1. Brief Announcements and Approval of meeting notes for November
2. Discussion - Chairs only (3:00-3:45)
3. Vice President Reports and Items for Discussion (3:45-4:15)
   * Student Affairs
   * Academic Affairs (Accreditation, Curriculum, & Enrollment)
     + HSI grant
     + Compressed Calendar update
     + SCFF at district
     + Faculty hiring and approval of SEP/SEA
     + Community class option – time permitting
4. Standing Agenda Item: SLO / SUO – Phil (4:15-4:30)
5. Adjournment

**Next Meeting Date: 2/25/2019**

**Holidays** / days off in **February**: FEB 14-17 (Presidents days’ observance)

**Guided Pathways Retreat FEB 7th Wright Center!**

## Student Affairs Announcements

* Legal services are right around the corner for DACA students.  MOU with provider is being finalized.
* East Campus class requests have been sent to the Data Techs for both Summer and Fall 20.
* Conversations with the high schools are currently under way for Fall 20 offerings.
* Starfish
  + Starfish Flag Glitch – District IT has informed us that any flags that were closed during the period of 12/26/19-1/2/20 were updated in Starfish, but not in Banner.  They are working on clearing the flags in Banner for this period.  In the meantime, please ignore the emails indicating that you need to close flags for the period indicated.  I apologize in behalf of District IT for the inconvenience this has caused you, and they are working on resolving it ASAP.
  + Starfish Early Alert – Progress Surveys will go out during the 5th week of the semester for full-term courses and during the 10th week for short-term courses.
* A&R is in the midst of creating electronic forms for our students.  We are hoping to accomplish this by Spring 2021.  In addition, the Division is putting together a Student Worker Training that will take place on Friday, February 28, 2020 at 9:00 AM to 12:30 PM.  The Student Worker Training will have the following theme: “Customer Service: Best Practices and Opportunities”.

## Academic Affairs Announcements

* **Accreditation**: Midterm report is making its way through committees. The ACCJC Midterm Report is due in OCT 2020. To meet this deadline, it is due to the district, complete with all campus approvals, in May, 2020.
* The DRAFT of the MTR has been submitted to the Academic Senate for an *unofficial* review of the document before the official 1st read on 4/2/2020.
* The MTR, much like the GP SOAA, is a living document that aims to provide updates on how VC is progressing on completing its own accreditation goals and the recommendations of the site visit team. MTR’s explain where we are at in our process of meeting our goals, but do not require us to have finalized or completed any of the goals or requests at this time. **It is a progress report intended to demonstrate and campus progress to date as it relates to our VC-determined goals and the site team recommendations.**
* AS will have the first read for approval on 4/2/2020; AS will have the second and final read for approval on 4/16/2020
* **Curriculum**:
  + New courses and programs are being entered into CourseLeaf regularly. Recent programs reviewed and / or approved include: Plant Science COA and ADT, Veterinary Assistant COA, Veterinary Assistant AA, Food Science COA and AA, Chicano Studies AA. Social Justice ADT with a track in Chicano Studies. Program are in development in Human Services and Social work, Manufacturing, Automotive Tech. and Diesel Tech.
* **Enrollment and Schedules**:
  + Compared to Spring 2019, VC is down <1%-2% or 30-200 FTES (variances based on positive attendance estimates). Several late-adds will increase the FTES count in the coming weeks by approx. 30-50 FTES.
  + On the year, we are 130-500 FTES below our 9,600 target; spring late-start and summer May-start classes will help narrow the gap.