

VENTURA COLLEGE

Department Chair Council-Minutes

Campus Center Conference Room

Tuesday, January 24, 2012

Present: J. Garcia, C. Mansfield, T. Prell, B. Moskowitz, R. Sanchez, T. Harrison, V. Lugo, P. Wendt, K. Scott, D. Kumpf, J. Parker, S. Quon, D. Oliver, G. Huddleston, B. Lawson, S. Palladino, P. Sezzi, J. Stauffer, S. Melton, R. Koerner, K. Harrison, T. DeClerck, M. Pauley, S. Bricker, K. Gorback, P. Muñoz

Guests: Will Cowen, Ty Gardner, Sharon Beynon, Erica Tartt, Dan Walsh

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome	Ramiro welcomed everyone to today's meeting.			
General Announcements – Council	Ramiro provided a brief update on Degree Works.			
Discussion/updates				
a. Pilot Pre-requisite Challenge Process – S. Quon & D. Oliver	David shared an idea Steve came up with regarding the prerequisite challenge process. He said that his division is currently piloting this. He said that the idea was for matriculation to scan the prerequisite challenge form and email it to the Department Chair, Administrative Assistant of the respective division, Matriculation Office (for its records), and the student. The Department Chair would respond back to "All" recipients" with his/her approval or disapproval.	Review the proposed process and provide comments at the next meeting. Dave will report back on how it's going in his division with this proposed process.	February 2012 February 2012	Council Dave Oliver

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
b. Spring 2012 Enrollment Data & FTESs – R. Sanchez	<p>This information was emailed to everyone this morning. The latest results show more students enrolled here at VC than MC. This could be due to MC cutting back dramatically. VC is up by 149 students since last night. Unit wise, MC still has 42% of total units whereas VC has 40%. As of Monday, we are on target with our goal this semester for FTES. Ramiro thanked everyone for their work in meeting the demand.</p>			
c. SLO Update & Training – K. Scott & T. Gardner	<p>Kathy mentioned that two different software programs are being looked at to help assist with document storage. She said that this semester forms have not been returned back in a timely manner as the previous semester. There are a lot of disciplines missing. The deadline was January 6th. Ty presented samples on how and how not the forms need to be filled out.</p>	<p>Contact Ty Gardner (tgardner@vcccd.edu) for assistance in filling out the forms.</p>		<p>Council</p>
d. Title V Coop Grant Update – G. Huddleston, S. Beynon, E. Tartt, D. Walsh	<p>Sharon provided a demonstration on the computer on how to find the Professional Development calendar of workshops. She mentioned that the committee is actively seeking presenters for professional development workshops. She shared the site where faculty can apply for this year's Summer Institute. Erica mentioned that she is currently working on a resource page that will provide information on technological offerings. She did a demonstration on the lecture-capture program called Tegrity.</p> <p>Dan Walsh is the Activity Director for the Title V grant. He is currently overseeing projects being done in the Student Services area.</p>	<p>If you would like to be a presenter contact Sharon Beynon (sbeynon@vcccd.edu). If you would like information on piloting Tegrity contact Erica Tartt (etartt@vcccd.edu) or Krista Wilbur (kwilbur@vcccd.edu).</p> <p>Contact Dan Walsh (dwalsh@vcccd.edu) with the various projects going on in the Student Services area.</p>		<p>Council</p>

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<p>e. Summer & Fall 2012 Proposed Registration Calendar – S. Bricker</p>	<p>Ramiro mentioned that the district will no longer be doing multiple term registration. He shared the draft registration calendars.</p> <p>Susan mentioned that summer registration is starting a little later. The big change has been for fall registration. Registration will be starting one week after the summer session begins which is on June 20th. She said that the time allotted for students to register is still the same.</p>	<p>Any comments or suggestions email Susan Bricker (sbricker@vccd.edu).</p>		<p>Council</p>
<p>f. Financial Aid Update – R. Sanchez</p>	<p>Ramiro provided information on the changes that have occurred with financial aid.</p>			
<p>Next Meeting</p>	<p>Tuesday, February 28, 2012 - 3 p.m. Campus Center Conference Room</p>			