

VENTURA COLLEGE

Administrative Council- Minutes

October 7, 2009

Present: R. Sanchez, R. Calote, R. Shaw, B. Cogert, K. Falconer Boger, T. Harrison, J. Mortensen, K. Scott, K. Gorback, D. Oliver, A. Miranda, H. Untalan
Absent: P. Sezzi, B. Taylor, D. Keebler
Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>President's Report/Items – R. Calote</p>	<p>President Calote announced that there has been a shift in administrative responsibilities with regard to the Title 5 grant. Kathy Scott will now take over the managing responsibilities of the grant. Gary and Kathryn will continue to serve as grant writers and developers. Robin added that Gary and Kathryn have done a great job managing the Title 5 grant, but that it had been determined that to have them continue in this role would have meant that we would have needed to convert their positions into management positions and that the college is not prepared to add more management positions.</p> <p>President Calote mentioned that Gary and Kathryn may be getting in touch with the deans regarding an SCE grant program. SCE are awarding 30 Southern California community colleges \$100,000 for grants for students enrolled in programs related to alternative energy, environmental studies, water supply, auto emissions and maybe building technology. They'll be getting in touch with deans to see which curriculum would qualify. The application is due at the end of the month. A decision would be made by Southern California Edison in December and an award would be awarded as early as January.</p> <p>President Calote said the Academic Senate is still lacking volunteers for various divisions for the Program Review Committee. The commitment consists of reading the program review documents for one division other than the faculty member's own division and of attending one week of meetings.</p>	<p>Notify Peter Sezzi and Linda Resendiz once you're able to get volunteers.</p>		<p>Specific Deans</p>

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Design Team Status Reports	Barbara Cogert mentioned that their group will be meeting today at 3 p.m.			
Information Technology Update – R. Shaw	<p>Rick said that the emergency phone outage work was completed at 6:45 a.m. The issue was that there were two core units that were on two different wire sets which were creating a conflict.</p> <p>Rick mentioned that on behalf of Kay Faulconer Boger, he will be doing training in navigating the virtual world Second Life. The trainings will be held at the ICPD.</p>	An email will be sent out to people who have expressed an interest.		
Spring 2010 – Staffing of Classes – R. Sanchez	Ramiro reminded the deans that if they still have unstaffed classes for the Spring 2010 semester and know that they need to hire hourly faculty, then contact Human Resources to post an opening. He mentioned that discussions are still ongoing with regard to equivalency for hiring full time faculty.			
Summer 2010 – R. Sanchez	Ramiro mentioned that a 4-week summer session will not be offered in 2010. There was a discussion on when to start the summer session. Robin suggested having Connie Baker work with Susan Bricker on developing a 2010-2011 academic calendar so she could take to Chancellor's Cabinet. She also mentioned that travel abroad classes will not be supported for this coming summer.			
Enforcement of Prerequisites – R. Sanchez	Ramiro mentioned that prerequisites for 30%-40% of chemistry courses at VC are being enforced. David Oliver said that the rest of the courses' prerequisites will start being enforced in the spring 2010 semester. A decision needs to be made soon as to the enforcement of the rest of the prerequisites since the schedules for summer and fall 2010 will be rolling soon.			

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Update of Measure S Projects – R. Sanchez	Ramiro asked if there were any updates on the current projects. Alex said that everything was moving along well. He said that there was a walk through done for the bidding process for three trailers related to the G Building remodel and that about 70 contractors showed up for bidding. Robin mentioned that yesterday she talked to the Chancellor regarding the Volvo space for the auto shop. Jerry mentioned that the walls for the new sheriff's academy should be going up by next week.			
Distance Education – H. Untalan	Heather said that there are discussions regarding the possibility of copyright violation of premium publisher content when converting from Blackboard to Desire-w-Learn. She has been talking with tech people at Pearson and Cengage to resolve this and apparently McGraw works with Desire 2 Learn already. She asked deans to make sure faculty are ordering appropriate versions of textbook content for Desire 2 Learn.			
Facilities Concerns	The ACs in the trailers are very loud.			
Other	Karen Gorback mentioned that the winter Kaleidoscope has come out and invited everyone to check out the continuing education website.			
Next Meeting	Wednesday, October 14, 2009 Bob Taylor			