

VENTURA COLLEGE

Administrative Council - Minutes

October 21, 2009

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

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
President's Report/ Items – R. Calote	Interest has resurfaced on having a smoke free campus. This was brought to Chancellor's Cabinet. They said that there is no longer anything in the bargaining agreement that prohibits having a smoke-free campus. The issue has been referred to the Academic Senate, Classified Senate, ASVC and FOG for discussion.			
Budget Update – D. Keebler	The adopted budget is online as well as document published by the district. Dave is working with the design team through CRC to look at the transformational budget. Dave shared his comparative he did on other colleges of similar size. He distributed a handout on VCCCD Benchmarking percentage of expenditures by college function.			
Curriculum Update – R. Sanchez	There was a discussion item at yesterday's Curriculum Committee meeting regarding the number of degrees awarded and the number of general education courses an individual needs to get a degree from VC. Handouts on "VC-AA/AS Degrees/Certificates Awarded between Fall 2003 and Summer 2007 to All Students and to Hispanic Students" and "Analysis of VC AA/AS Degrees" were distributed. Ramiro mentioned that after a 45 minute discussion at the Curriculum Committee meeting, it was recommended that a task force be created to review this issue and bring back recommendations to the Curriculum Committee. Paulette Johnson will be the lead person of this task force which will also include faculty and non-instructional staff.			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Instructional Hourly Budgets for Spring 2010 – R. Sanchez	Ramiro mentioned that Dave Keebler has done a preliminary run of the hourly budgets for spring 10 based on information that's in banner. Based on these reports, some disciplines are over budget. He said that Dave has already contacted those divisions that are over budget. He said that this needs to be cleaned up prior to the start of priority registration in November.			
Summer 2010 (rolls this afternoon) & Enforcement of Prerequisites – R. Sanchez	Summer rolls this afternoon. Connie Baker ran a list of the courses that have prerequisites and are not being enforced. These prerequisites will now be enforced in the summer.			
Fall 2010 (rolls end of November or first part of December) & Enforcement of Prerequisites – R. Sanchez	According to Connie Baker, fall 10 should be rolling by the end of November or early part of December. Ramiro will ask Connie to provide a list again of the courses with prerequisites that are not being enforced.			
Measure S Projects – R. Sanchez	Updates: Bob Taylor reported that the Board of Trustees did not pass dealership deal. This will be on the next Board agenda in December. Bob said that ROP is moving ahead. Jerry Mortensen mentioned that the walls in the Sheriff's Academy are going up this week or next week. This project should be completed by the end of 2010. Alex Miranda reported that everything is going smoothly with the G Building.			
Facilities Concerns	<p>Fire on Monday in the LRC first floor was caused by a portable fan that was left on for over 24 hours.</p> <p>The roof on the Reserve Academy is leaking.</p>	Will follow-up.		D. Keebler
Next Meeting	Wednesday, October 28, 2009 Victoria Lugo			