

VENTURA COLLEGE

Administrative Council - Minutes

November 11, 2009

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

Absent: K. Faulconer Boger

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Budget Update – D. Keebler	Dave mentioned that a design team (preferably composed of deans and administrative assistant) needs to be created to discuss how to have better control of hourly assignments. The college cannot afford to overspend on hourly accounts.			
Update on Program Review – R. Sanchez	Ramiro announced that the Program Review Committee completed the review of all the documents submitted for program review last week. He said that Linda has sent out a listing of the recommendations to the deans and departments chairs. As of this morning, there are two requests for appeals.			
Summer 2010 – R. Sanchez	Ramiro asked the deans to delete the classes that were offered last summer for the 4 week session. Whatever classes are left, approximately 90%, will be offered this coming summer. This will avoid the college being over budget. He mentioned that based on data provided by John Clooney, the college is still over the 10,000 FTES mark. He said that deans and department chairs will determine where the demand has been and what will or will not be offered.	Follow-up with deans within the next couple of weeks.		R. Sanchez

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Enrollment Priorities – <i>R. Sanchez</i>	Ramiro mentioned that athletes will be added to the enrollment priorities document that Ed Knudson, EVP from Moorpark College, drafted. This came up due to a request from a PE faculty to have approximately 56 student athletes register during the first level of priority registration. Ramiro will take this issue for discussion at DCSL this month to see if the other campuses have come up with a similar situation.			
Distance Education – <i>H. Untalan</i>	Heather mentioned that the Desire 2 Learn server has been moved in-house and is working well. Content is getting migrated from Blackboard. She mentioned that more training will be scheduled soon. She will be sending out an email with the dates and times.			
Facilities Concerns	There is a problem with the main line. Calls coming in to the main line are being forwarded to the night dean phone.			
Other	<p>It was mentioned that a decision has been made to transition the software used by Financial Aid to Banner Financial Aid. The implementation plan will start in February or March of 2010. Financial Aid staff will get trained.</p> <p>The Wright Library is under consideration by the Ventura City Council to have it closed because Measure A did not pass. Patrons and community members had raised money to keep the library open but cannot do it indefinitely. If they do move out, the space could be of good use to the college.</p> <p>Victoria clarified a rumor circulating regarding the Transfer & Career Center closing down. This is not happening.</p>			
Next Meeting	Wednesday, November 8, 2009 David Oliver			