

## Department Chair Council

January 27, 2009

### MINUTES

Present: J. Beem, G. VanMeter, S. Quon, S. Bricker, S. Waltzer, N. Latham, Z Simmons, R. Koerner, A. Sandford, B. Moskowitz, D. Bransky, P. Sezzi, R. Sanchez, S. Palladino, J. Stauffer, J. Parker, R. Lawson, P. Muñoz, J. Varela

Guest: M. Callahan, D. Oliver

1. Welcome  
Ramiro welcomed the group to today's meeting.
2. Spring 2009 Enrollment & FTES Update & Top VC Majors – R. Sanchez  
The head count as of January 26<sup>th</sup> was 14,728 students. VC has the largest change in student head count and percentage. There's also an increase in the number of units taken from last spring. Ramiro congratulated everyone and a job well done.
3. Summary of Last Spring's Community College Survey of Student Engagement – M. Callahan  
Michael Callahan provided a summary of the CCSSE survey conducted last spring 2008. This survey provides a benchmark on how students are doing and how the college compares to other colleges. All three colleges participated in this survey. There were 129 items on the survey. Michael picked 6 items to review. 120 full term sections were sent by Connie Baker to CCSSE, which randomly chose 54 sections. VC administered the survey to 36 classes. Connie Baker, Glenda Gardner, Linda Resendiz and Carolyn Allen administered the survey. The survey was given to full-time students over the age of 18. The survey was made possible by the T5 grant.
4. Budget Forum – Friday, February 6 at 2:00 p.m. in Guthrie Hall  
Ramiro reminded everyone about the upcoming Budget Forum. He encouraged everyone to attend or send representatives from each department.
5. Updates & Discussions
  - a. TBA Compliance – S. Bricker – Susan distributed a handout that explains the changes on how classes with a TBA are going to be listed. It also addresses how colleges will need to account for classes with TBA.
  - b. Curricunet Training (Friday, January 30) – L. Resendiz – Todd Anderson from Curricunet will be on campus to answer questions. Email any problems you are having with Curricunet to Linda.
  - c. Block Scheduling – Sub-Committee – The sub-committee has agreed to continue meeting regarding the proposed block schedule. Ramiro will be obtaining a copy of the block schedule template from LA Pierce College, Santa Barbara and Santa Monica colleges.

- d. MyVCCCD - FYI – Bill Pierce was asked by ATAC to form a committee of faculty and staff to work on the portal channels for full implementation. The first meeting will be next month. Ventura College’s representatives on the district-wide committee are Albert Chen, Heather Untalan, Susan Bricker and Rick Shaw.
- e. Remodel Projects: Ramiro provided an update on the remodel projects:
  - i. G Building: Remodel is on schedule. The building will be vacated and classes relocated by July 1<sup>st</sup>.
  - ii. APP and S Building: Final word on the remodel will be by April 13<sup>th</sup>.
  - iii. DP Building: This project has been delayed for one year.
  - iv. CTE Division: The division is in the process of moving to the FL building.
- f. Class Schedule Production Timelines: There has been a revision to the production timelines for the Summer/Fall 2009 schedule of classes. The download will be February 19. The schedule will post to the web on March 24<sup>th</sup>. Schedules will be delivered to VC on April 20<sup>th</sup> the beginning of registration.
- g. Educational Master Plan – R. Sanchez: Ramiro attended a meeting with the consultants. They have made some changes and revisions to the plan. They will be providing additional data.

**Next Meeting**

Tuesday, February 24, 2009 - 3:00 p.m.  
Campus Center Conference Room