

VENTURA COLLEGE

Minutes of the Ventura College Off-Campus Programs Task Force Wednesday, February 5, 2014

Present: Paul F. Chounet, Mayo de la Rocha, Elizabeth Garcia, Tim Harrison, Lucia Marquez, Debbie Newcomb, Ted Prell, Art Sandford, Sharon Woolley.
Via conference call: Kay Faulconer

Absent: Jesse Ornelas, Tony Prado

Recorder: Sabrina Canola

Minutes:

Open Agenda/ Discussion	Summary of Discussion	Action (If Required)
Introductions	Tim welcomed Department Chairs Ted Prell and Debbie Newcomb. Ted and Debbie were invited to speak about potential off-campus programming in the areas of criminal justice and business	
Police Academy discussion with Ted Prell.	<p>Ventura College Police Academy: Ted informed the committee that VC has a Reserve Academy, which produces part-time volunteer peace officers that are usually hired by local law enforcement, police, and sheriff. Smaller agencies, such as the Santa Paula Police Department have a tendency to hire reserve officers and then send them to an academy.</p> <p>For certification/swearing-in of a police officer, three modules must be completed. VC offers two modules. The third module may not be approved by the state because of the close proximity to the sheriff's academy in Camarillo, which offers all three modules.</p> <p>Police Programs offered through the Community College System: The program costs students about \$5,000, and to offer it through a community college adds an extra \$46/unit. The 18 colleges units are not transferable.</p> <p>Police programs at community colleges are quite a bit of work due to the very specific</p>	

	<p>Post regulations combined with the college regulations. Sharon Woolley admits the curriculum is very complex and needs a true champion to run the program.</p> <p>Facility Requirements: A secure space for guns, weapons, and confidential records. An area for drills and inspections. An obstacle course for a 500 yard agility run, area to drag a 165 lb dummy 32 feet, a fence/block wall.</p> <p>Additional Research/Action: Ted suggests reviewing Rio Hondo and Allan Hancock which just opened an 80 million dollar public safety program.</p> <p>Tim says if College of the Canyons has a program, it may not make sense.</p> <p>Ted is not sure if SP is the best place to offer a police academy since most students are coming from Ventura, Oxnard, and Camarillo. Ted suggests a consortium with local agencies that hire these positions, to vest into the program.</p> <p>Additional Comments: Tim advised that Santa Paula Police Chief, Steve McLean, ran a similar program at another community college. The Chief is very excited to see if this could happen in Santa Paula. Limoneira is also interested in this potential staple.</p> <p>Tim says that the Reserve Academy does not need to necessarily be at the SP site if it doesn't make sense from a regional standpoint, but it may be run through the Dean of off-campus programs at the Camarillo location.</p>	<p>Tim will speak to the Dean at Allan Hancock to get an idea of costs of running a police program.</p>
<p>Business programming discussion with Debbie Newcomb.</p>	<p>Upcoming Programming at VC: The VC Business Department acquired funds to create two stackable certificates where classes overlap so that students may earn multiple certificates at a time. The Department is pursuing a social media marketing class which will be offered in the fall semester. Funds will also be used for marketing research through an agency that will survey local employers.</p> <p>Apprenticeships/Internships: Debbie shared a model used at American River College. Students went out to meet with business owners in a town that was struggling economically. Students offered marketing advice, helped build websites, and worked with the Chamber of Commerce. This resulted in the local economy boosting greatly. It also looked great on student resumes. This system worked well in the small town setting, and may be</p>	<p>Debbie will provide Tim with the contact person who spearheaded this project and American River College.</p>

	<p>good for the small towns of Santa Paula and Fillmore.</p> <p>Sharon asked if there could be a bona fide Career Center. VC needs to strengthen employer relations through a better career center. Debbie agrees that job placement is missing and creates a big gap. Tim says that if AB 86 comes to fruition it can help with apprenticeships linked with adult ED.</p> <p>Employment Requirements for Medical Assistants: Medical offices are struggling with electronic conversion and new HR systems. Electronic health record keeping is now a required skill.</p> <p>Medical Assistants will soon need to be certified to obtain jobs because otherwise they will not be able to send a prescription or a test.</p> <p>There is a need to add Electronic Health Records and extra classes out in Santa Paula so that students may complete their entire COA. An internship program is needed. The program is very strong at VCSP and has the support of local managers. Local managers are fed up with trade schools because they are not getting quality students.</p> <p>Helping Students Succeed in the Allied Health Field: There are great mini courses such as “Introduction to Health Care” that will help students determine if this is the career they really want. Preparation for the certification course may be offered through Community Ed. Elizabeth Garcia says SPHS has a health course and that an intro class could be tied to it as dual enrollment.</p> <p>Additional Comments: In addition to allied health and business, Debbie says we should also look into agriculture and global.</p>	
Center Status Discussion	<p>Kay provided a worksheet with information from four other centers that have enrollment of 1,800-5,000.</p> <p>Paul used to teach at Merced’s Los Banos campus. He says the Center did not happen overnight. Los Banos has a Dean whose position is split between main campus and off-campus. Tim says Canyon Country has an on-site Vice President.</p>	Tim will look up exact specifications to be a Center.
Updates on Limoneira’s Company’s East Area One	<p>Limoneira would like VC to produce a letter of intent.</p> <p>Paul says someone has been hired from Limoneira to begin the elementary school project.</p>	

<p>Report to President Gillespie</p>	<p>Tim and Sabrina will a draft of the design form. Tim will send a document for everyone to review prior to the next meeting. We can discuss the document at the final meeting.</p> <p>The presentation to the Executive team will take place in March. Tim would like to have Lucia Marquez and either Paul Chounet or Elizabeth Garcia present at this time. Art and Tim will discuss the recommendations at Admin Council.</p>	<p>Tim and Sabrina will work on a draft.</p>
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Next meeting February 19, 2014, 3:00-4:30 p.m.