

**Ventura College**  
**Department Chairs & Coordinators Council Meeting Agenda**

Tuesday, August 23, 2016

3:30 p.m. - 5 p.m. – MCW-312 (Conference Room 3<sup>rd</sup> Floor)

- Charge:** The Department Chair and Coordinator Council provides a forum for the discussion of academic, operational and institutional issues. This is a faculty-driven body that makes recommendations to the Administrative Council.
- Membership:** Vice President of Student Learning; department chairs (and assistant chairs); coordinators; Academic Senate President (or designee).
- Chair:** Vice President of Student Learning and Faculty Co-Chair (selected by the Council).
- Meetings:** Fourth Tuesday of the month, 3:30 p.m., MCW-312 Conference Room.

I. Welcome/Announcements

- a) **Sept. 26-29**- Accreditation Team on campus
- b) **Sept. 2 from 12:30-2 pm**- Accreditation Pep Rally- Food will be served
- c) **August 19**- Spring Schedule was due

II. Review of Minutes from April

III. Review of 2015-16 and 2016-17 Goals & Accomplishments

IV. Membership and co-chair

V. Vice President updates

- a) Damien Peña
  - #Pirate Pride
  - Update on Dean of Student Affairs
  - Other
- b) Dave Keebler
  - FTES Shift
  - Ricoh Copy costs
  - Other budget /facilities
- c) Kim Hoffmans
  - Credit by Exam list
  - Noncredit courses
  - Pirate treasure

VI. Informational / Discussion

- a) Enrollment Targets (Kim Hoffmans and Phil Briggs)
- b) Program Review (Phil Briggs)

VII. Student Learning Outcomes (Debbie Newcomb)

VIII. General Announcements – *Council* (Time permitting)

IX. Future agenda items?

X. Adjournment

Items in Reserve:

- Credit by Exam list
- Enrollment dates
- Grading policies/student failure/student drops
- Communication of new processes and state mandates (i.e. closed caption)
- Online/hybrid/web enhanced courses
- Textbook access codes
- Department Chair training for student complaints
- Peer/Student references



**2016-17 Department Chairs & Coordinators Council (DCCC)  
Meeting Schedule**

**MCW-312 Conference Room 3:30 p.m. – 5:00 p.m.**

**4<sup>th</sup> Tuesday of Every Month\***

- August 23, 2016**
- September 27, 2016**
- October 25, 2016**
- November 22, 2016**
- January 24, 2017**
- February 28, 2017**
- March 28, 2017**
- April 25, 2017 (last meeting of the year)**

**Dates subject to change**