

# Ventura College Department Chairs & Coordinators Council – Meeting Minutes

Tuesday, January 31, 2017 3:30-5:00 p.m. MCW-312

**Present:** Bob Moskowitz, Cari Lange, ~~Casey Mansfield, Corey Wendt, Damien Pena,~~ Deanna Hall, Debbie Newcomb, Eric Martinsen, Jeffrey Wood, Jennifer Parker, Joe Selzler, ~~Karen Harrison,~~ Kimberly Hoffmans, Lazaro Salinas, Lydia Morales, ~~Marcelino De Cierdo, Marian Carrasco Nungaray,~~ Marta de Jesus, ~~Mary Jones,~~ Michael Ward, Michelle Millea, ~~Patricia Wendt,~~ Paula Munoz, Peter Sezzi, Philip Clinton, Raeann Koerner, ~~Robert Lawson,~~ Ronald Mules, Sandra Melton, Stacy Sloan Graham, Tania DeClerck, Terry Morris, Thomas O'Connor

**Guests:** Kristen McCloskey, Katie Owashi, Kelly Denton

**Recorder:** Sebastian Szczebiot

**Minutes:** Convened: 3:31 p.m.

Agenda Item	Summary of Discussion	Action due by whom
<b>I. WELCOME/ANNOUNCEMENTS</b>	<ul style="list-style-type: none"> <li>a) Catalog Revisions were due February 21<sup>st</sup></li> <li>b) ATD Coach Visit March 2<sup>nd</sup> and 3<sup>rd</sup></li> <li>c) CPR Training March 24<sup>th</sup></li> <li>d) Ventura College Planning Retreat March 31<sup>st</sup> – Please encourage faculty attendance!</li> <li>e) Early April – Spending deadline for AY 2016-17</li> <li>f) Diversity in Culture Festival April 12-13</li> </ul>	
<b>II. VICE PRESIDENT QUICK UPDATES</b>	<ul style="list-style-type: none"> <li>a) Credit by Exam exclusion List – mistake were found at curriculum committee</li> </ul>	
<b>III. CHAIR UPDATES AND GENERAL ANNOUNCEMENTS</b>	<ul style="list-style-type: none"> <li>a) Academic Senate Resolution                             <ul style="list-style-type: none"> <li>a. The resolution's purpose is for the Senate to be more conscious of diversity</li> <li>b. The resolution recognizes the disparity between student and faculty populations – ethnic, racial, sexual, economic, etc. The racial and ethnic disparity is particularly poignant. We are, after all, a Hispanic serving college – this includes Latinos and Chicanos.</li> <li>c. It is important to have ethnic/racial mentors for students to connect and identify with.</li> </ul> </li> </ul>	

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	<p>d. One way to combat this disparity is to be more conscious when serving on hiring committees.</p> <ul style="list-style-type: none"> <li>i. Lydia recommends attentively watching the District HR training video</li> </ul> <p>e. Raeann – can this be addressed at the recruitment level as well?</p> <ul style="list-style-type: none"> <li>i. Kim – District HR really is trying to get the message out. Our advertising, at the very least, has become broader.</li> <li>ii. Tania – Pools embrace diversity well, however, inviting diverse candidates to assessment is where improvements can be made.</li> </ul> <p>f. The English department makes strategic use of the supplemental questions to help increase diversity.</p> <p>g. Peter – EEO report tracks how diversity is being handled. However, there are more and more people declining to report gender and ethnicity. It would be good to get some longitudinal comparisons to see how we are doing. We also can't expect our pool of engineers to be more diverse than that what graduate schools produces.</p> <p>h. Paula – you can add cultural competency to description, this needs to come from the faculty – they need to want diversity.</p> <p>i. Eric – support for diverse faculty seems to be missing as well perhaps. Are diverse faculty being included and do they feel integral to VC mission once they are here?</p> <p>j. Kim – Greg plans to attend every initial hiring committee meeting to emphasize the importance of diversity in hiring.</p> <p>b) ASC Update, Career resources/Speakers</p> <ul style="list-style-type: none"> <li>a. All students can benefit from “Stronger Workforce” initiatives.</li> <li>b. ASC 120 – Lots of positive changes. A lab technician has been hired and recruitment for an instructor has begun. New programs will start in the fall. In preparation for this open houses are being hosted to increase faculty exposure and awareness.</li> <li>c. Intro to Technology program is an example of an upcoming course. There are lots of opportunities here for non-credit</li> </ul>	

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	<p>classes. Basic skills can be taught through these offerings.</p> <ul style="list-style-type: none"> <li>d. Current class – “Workplace Essentials.” Free class to any students registered with VCCCD.</li> <li>e. Karen would like help promoting another new opportunity also: our partnership with Segue – a non-profit mentoring group. <ul style="list-style-type: none"> <li>i. Segue supports the idea that students need to learn the realities of life to really succeed—these are so called “soft skills”. <ul style="list-style-type: none"> <li>1. Segue brings in short 20 minute speakers! <ul style="list-style-type: none"> <li>a. Feedback has been really positive. Please consider.</li> </ul> </li> <li>ii. Sign-up sheet was passed around to express interest.</li> <li>iii. Karen is also available to speak at departmental meetings.</li> </ul> </li> </ul> </li> </ul> <p>c) Honors Program</p> <ul style="list-style-type: none"> <li>a. Colleen will be emailing departments requesting volunteers for the first roll out of the new Honors Program. Please look out for email from Colleen Coffey</li> <li>b. Vision – two fold <ul style="list-style-type: none"> <li>i. Program will serve as a bridge for high performing students.</li> <li>ii. It will also serve as a gateway for students not used to “wearing the honors cloak” <ul style="list-style-type: none"> <li>1. It will be contract based, meaning it will be open to all students</li> <li>2. Writing based – curriculum would be consistent across disciplines</li> </ul> </li> <li>iii. Kim – It will be particularly beneficial to UC transfer students. Also, since it is open to all students, it will give the opportunity to faculty to recognize outstanding students and help them excel further.</li> <li>iv. Course Outline of Record will need to be adjusted <ul style="list-style-type: none"> <li>1. Colleen would like all of these revisions to be submitted before the May 1st deadline for curriculum for this year. She also hopes to be able to have a template for this.</li> </ul> </li> <li>v. Peter Sezzi - it would be good to have a coordinator focused on the program.</li> </ul> </li> </ul>	

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	vi. Kim – this is critical to VC excellence.	
<b>IV. INFORMATIONAL/DISCUSSION</b>	<ul style="list-style-type: none"> <li>a) College Hour <ul style="list-style-type: none"> <li>i. Is this for Faculty or for Students?</li> <li>ii. Peter – a time when there are no (or minimal classes) scheduled so that students can participate in events and meetings etc, and also so that faculty can meet.</li> <li>iii. Raeann – perhaps this could be pushed back to Spring 2018 since we have already started working on a schedule incorporating the already new blocking.</li> <li>iv. Sciences – It would be difficult to not schedule any labs during a college hour.</li> <li>v. Peter – all meetings will be jockeying for this time.</li> <li>vi. Raeann – in the past this was a positive thing. Used to be twice a week on Tues and Thursday from 12 to 1.</li> </ul> </li> <li>b) Pregnancy Accommodations - <i>not addressed</i></li> <li>c) Retreat <ul style="list-style-type: none"> <li>i. Kim – do we want a retreat? Now or in the fall? <ul style="list-style-type: none"> <li>- We will organize something social for the spring</li> <li>- We will pre-plan for a flex day in the fall</li> </ul> </li> </ul> </li> </ul>	
<b>V. ONBASE UTILITY INTRO</b>	<p>Katie, Kelly and Kristen are here!</p> <ul style="list-style-type: none"> <li>A. Onbase was mostly implemented across Student Services and Financial Aid in the past. Now the idea is to expand into the instructional area as well.</li> <li>B. Kristen shared a power point presentation on online offerings – please refer to this for more information.</li> <li>C. Kristen – deans have been trained <ul style="list-style-type: none"> <li>a. Faculty will receive offer via email – chairs will be instrumental in communicating to faculty the importance of checking district email.</li> </ul> </li> </ul>	

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	b. Benefit one is the ease of communicating between DAC and campuses, etc. c. Implementation will start with the Summer 2017 session. d. VC is the first campus to have a meeting with Kristen. e. Mass communication to faculty might come through the portal.  Katie – Fall schedule 2017 should be submitted to dean by this Friday.	
<b>VI. STUDENT LEARNING OUTCOMES (DEBBIE NEWCOMB)</b>	<i>Not discussed</i>	
<b>VII. FUTURE AGENDA ITEMS?</b>	<ul style="list-style-type: none"> <li>• Lauren Wintermeyer on Dual Enrollment</li> <li>• 2-year Degree/Certificates/Transfer Patterns</li> <li>• Audit of Lab/Activity Classe</li> </ul>	
<b>VIII. ADJOURNMENT</b>	4:59	
<b>NEXT MEETING</b>	February 28 <sup>th</sup> , 2017 3:30 – 5:00 p.m. MCW-312	

**Department Chairs & Coordinators Council Meeting Schedule**  
 MCW-312 Conference Room 3:30 p.m. – 5:00 p.m. (4<sup>th</sup> Tuesday of Every Month)

<del>August 23, 2016</del>	<del>November 22, 2016</del>	March 28, 2017
<del>September 27, 2016</del>	January 24, 2017	April 25, 2017 (last meeting of year)
<del>October 25, 2016</del>	February 28, 2017	

Written materials relating to a Student Success Committee meeting item that are distributed to at least a majority of the Student Success Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Student Success Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the Office of Student Learning, Ventura College, 4667 Telegraph Road, Ventura, CA 93003 (805) 289-6464

**Ventura College Academic Senate**  
Resolution on Faculty Diversity and Cultural Competency\*

**Whereas**, in accordance with California Code of Regulations, Title 5, section 53022, job requirements shall include "sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students," and

**Whereas**, the VCCCD Equal Employment Opportunity Plan (AP 34209) commits to equal employment opportunity and creating a working and academic environment that is welcoming to all, will foster diversity and promote excellence, and

**Whereas**, diversity means a condition of broad inclusion in an employment environment that offers equal employment opportunities for all persons, requiring both the presence—and respectful treatment—of individuals from a wide range of ethnic, racial, age, national origin, religious, gender, sexual orientation, disability and socio-economic backgrounds, and

**Whereas**, Equal Employment Opportunity means that all qualified individuals have a full and fair opportunity to compete for hiring and promotion and to enjoy the benefits of employment in the district, and

**Whereas**, all qualified applicants for employment shall have full and equal access to employment opportunities and are not subjected to discrimination in any program or activity of the District on the basis of age, ethnic group identification, race, color, national origin, religious belief, gender, sex, sexual orientation, physical disability, mental disability, marital status, veteran status, or on the basis of these perceived characteristics, and

**Whereas**, research indicates that a diverse faculty improves critical thinking and enhances outcomes for students, and

**Whereas**, diversity and the embracing of cultural competency brings different perspectives that gives a richer base to enhancing student learning by understanding cultural differences, and

**Whereas**, while our community college student population becomes increasingly diverse, the composition of the faculty does not reflect the diversity of the student body, and

**Whereas**, a commitment to diversity begins with—but does not end with—the faculty members selected as hiring committee members, as well as to respecting the recommendations made by the hiring committees on which they serve,

**Be it resolved**, that the Ventura College Academic Senate embraces all aspects of diversity and cultural competency and supports the hiring of faculty reflecting the student population whom we serve, and

**Be it further resolved**, that the Ventura College Academic Senate recognizes that faculty diversity and cultural competency must be an integral part of any learning environment that promotes excellence and increases student success, and

**Be it further resolved**, that the Ventura College Academic Senate takes a leadership role in promoting and addressing the diversification of all faculty positions at Ventura College as measured by VCCCD Diversity Dashboard, in particular in the sciences, social sciences, math and English.

\*First Draft by Paula Munoz, March 17, 2016. Modifications by Senate Exec, April 4-7, 2016. Approved as a First and Second Reading at Senate – April 7, 2016.



## Working Schedule for DiC- 2017

MB Hanrahan (artist for murals) **BOTH DAYS**

Ceramics Demo and Sale **BOTH DAYS**

**Highlander group (?)**

**Wed 4/12 events: (need Stage events for 9:30, 11:00, 2:00 pm)**

Sade Champagne- Musician and Inspirational Speaker ~~6:00-7:00~~ (Stage 1 pm)

LGBTQIA Panel – moderated by Heather Aguilar, English Instructor. (do not have a title yet)  
**Classroom 9:30- 11:30 AM**

Chumash Culture- Eleanor Fishburn, Cultural Advisor and Lecturer **Classroom 12:30-1:45 PM**

Presentation by Philip Clinton: "You went where?...Southeastern Europe! Explore the fascinating scenery and cultures of Southeastern Europe. From mosques to churches and mountains to beaches this place is off the beaten track!" **Classroom, 4/12, 12:30 pm**

Student panel- moderated by Sonia Chumber, English Instructor, "Migrant Stories, Who Are We and Where We Came From; VC Students Share Inspirational Stories of Their Families' Journey to the U.S." **Classroom, 4/12, 2:30-3:30 PM**

Polynesian Dancers **Stage 4:30**

**Thurs 4/13 events: (Stage full)**

Aztec Dancers **Stage 9:30 am -10:30**

Presentation by Dr. Maline Werness-Rude- Art History Professor, "The Mayan Calendar: Why the World Didn't end in 2012" **(classroom 9:30-10:45 AM)**

Poetry Slam (VC Voices and the English Club). 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> place cash prizes **Stage 11:00 AM-1:00 PM**

LGBTQ Discussion and Workshop with Dri Juarez "The Gender Revolution is Here Come and be a part of an exciting discussion regarding the evolution of identity and language. Hosted by Gigi Fiumerodo **Classroom 11:00 am**

NAMI speaker representatives- moderated by Ioana Schmidt **classroom 12:30-1:30**

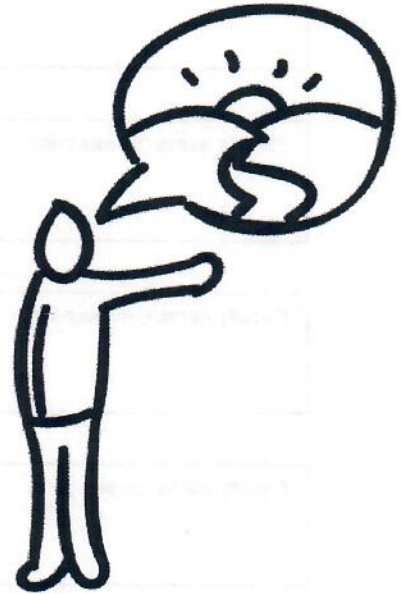
"Defining Your Identity" Understanding the Ancient Sun Stone of the Aztec Calendar with Jaime Vega.

Poet Laureate Richard Blanco **ASC 1-2:15 pm**



*An innovative system that accelerates students' career awareness and exploration unlike any other*

Segue facilitates career speakers in instructors' classrooms, schedules the speakers when instructors want them, and generates workplace invitations for student internships, shadows, and tours.



### **Segue Career Mentors: Findings and related research:**

- ❖ **Exposures to "possible selves" increases students' understanding of the relevance of school and motivates them to work harder now.**
- ❖ **Program is optional and is respectful of instructors' time.**
  - Each instructor chooses number of speakers per month (for 20-minute talks)
  - Instructors can exclude any classes
  - *Instructors can change preferences anytime*
- ❖ **Harvard University study of Segue found statistically significant student impacts which ...**
  - Increase academic success
  - Reduce dropout
- ❖ **Students' career awareness is developed through speakers that ...**
  - Greatly increase students' awareness of multiple and varied career options
  - Share stories of success from using "Success Skills" (e.g., grit, taking initiative, teamwork)
- ❖ **Acclaimed studies repeatedly call for Segue's focus, such as "Grit" (U. of Penn.), "Possible Selves" U. of Michigan), "Pathways to Prosperity" (Harvard), "Education to Employment" (McKinsey).**



Segue Career Mentors  
**Ventura College – Faculty Opt-in**

*Please enter your name and preferences below.*

Faculty name (please print)	Room #	Maximum # speakers per month
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Faculty name (please print)	Room #	Maximum # speakers per month
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*Please send this form to Eileen Crump, ASC. Thank you.*