

VENTURA COLLEGE

DRAFT - Department Chairs & Coordinators Council – Meeting Minutes

Campus Center Conference Room

Tuesday, April 28, 2015

Present: Marian Carrasco-Nungaray, Philip Clinton, Greg Gillespie, Guadalupe Guillen, Tim Harrison, Patrick Jefferson, Mary Jones, Raeann Koerner, Alex Kolesnik, Robert Lawson, Casey Mansfield, Eric Martinsen, Sandy Melton, Michelle Millea, Lydia Morales, Terry Morris, Bob Moskowitz, Paula Muñoz, Debbie Newcomb, Tom O'Connor, Terry Pardee, Jennifer Parker, Malia Rose, Kathy Schrader, Stacy Sloan-Graham, Ben Somoza, Michael Ward, Patty Wendt, Jeff Wood

Guests: Celine Park

Recorder: Linda Resendiz

Minutes: Convened: 3:32 p.m.

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome/Introductions – A. Kolesnik/P. Jefferson	A. Kolesnik welcomed everyone to the last meeting of the academic year.			
INFORMATIONL/DISCUSSION				
a) VC Innovates Presentation – G. Gillespie/C. Park	Dr. Gillespie presented Celine Park as the new director of VC Innovates. C. Park provided an overview of the \$13.2 million grant which is a comprehensive grant to expand CTE in VC.	Information on the May 12 th all county counselors' event will be forwarded to the Council.	April 2015	C. Park
b) Department Chairs & Coordinators Council Charge & Update on Making Decisions draft document- Council	The DCC charge and draft Making Decisions document were presented for review and feedback. Dr. Gillespie stated that the document will be finalized in the early fall semester.	Email suggestions/feedback to P. Jefferson and A. Kolesnik within the next two weeks.	April/May 2015	Council

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<p>c) Proposed VC Organizational Chart – G. Gillespie/A. Kolesnik/P. Jefferson</p>	<p>Dr. Gillespie presented the proposed VC organizational chart. He stated that the main reason for this reorganization is to see how we use our resources the best way possible. He stated that with the new initiatives on board in academic and student services, these require focused leadership.</p> <p>A Q & A session was opened up for everyone.</p> <ul style="list-style-type: none"> • How prevalent is this three VP model? PJ- About 89% of all community colleges have this model. GG-It is a lot more prevalent in other states. • OC is saying our three VP model is not approved. There is also a rumor that a dean from OC will be transferring. GG-As OC created their structure, they eliminated their dean of Student Services position. VC's dean of Student Services retired. Without the change, the dean of Student Services would have moved to a similar position at another campus. That person would have likely moved into the position. The option exists where the dean would probably move in the Assistant Dean position. 			

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<p>d) Program Set Standards – P. Jefferson</p>	<p>P. Jefferson emailed information on institutional set standards. ACCJC is expecting us to have something in place regarding ISS and an evaluation plan. He suggested starting small and o look at associate degrees and set standards and criteria. All this needs to be data driven. He suggested that the IEE committee lead the process standard and conduct assessments across campus. More information will be sent out on the IEE set standards from ACCJC. There was a question if there would be a stipend or release time for faculty to be on this committee to do the work. P. Jefferson replied that he was not sure at this time.</p>			
ISSUES				
<p>a) SLO information on syllabus and submission to division office – Council</p>	<p>P. Jefferson shared SLO information for the college. It provided a snapshot of where everyone is. He stated that the college has a little over a year to get up to date. The expectation is to have SLOs with shown data of results. Debbie and Andrea will continue as facilitators.</p>			
<p>General Announcements</p>	<p>P. Jefferson: Enrollment for summer looking good at 97% of target for 4 week (target is 180 FTES). It is very important to hit target and get growth money to hire people. More marketing is in the works. As far as for the 6 week summer session, we are at 59%.</p>			
<p>Adjournment</p>	<p>Meeting was adjourned at 5:04 p.m.</p>			
<p>Next Meeting</p>	<p>Tuesday, August 25, 2015 – 3:30 p.m. MCW (312) Conference Room</p>			