# Ventura College

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

## Tuesday, September 27, 2016

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

**Charge:** The Department Chair and Coordinator Council review operational issues and share news from various areas of responsibility. This council is an operational group with membership defined by position.

**Membership:** Vice Presidents 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.

1. Welcome/Announcements
   1. **Sept. 26-29**- Accreditation Team on campus
   2. **Oct 01-02-** [**Ventura Art Walk**](mailto:http://www.artwalkventura.org/?subject=Ventura%20Art%20Walk)
   3. **Oct. 01 Ventura Harbor-** Heart Walk 5K
   4. **Oct. 15 at DAC-** Get MOOVin 5K
   5. **Oct. 31**- Registration for Special Population; Continuing students on November 4; new students on Nov. 21
2. Review of Minutes from August
3. Accreditation team discussion/questions (4:00 time certain)
4. Review of 2015-16 and 2016-17 Goals & Accomplishments
5. Vice President updates
   1. Damien Peña
   2. Kim Hoffmans
6. Informational / Discussion
   1. Credit by Exam List (Kim and Corey)
   2. Spring Enrollment Expectations (Kim)
      * Productivity/Fill rates
      * Goals/targets
   3. Distance Education (Michael)
   4. Department Chairs reassigned time (Michael)
7. Student Learning Outcomes (Debbie Newcomb)
8. General Announcements – *Council* (Time permitting)
9. Future agenda items?
10. Adjournment

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Items in Reserve:

* Barnes and Noble Bookstore- Amy Kennedy
* Enrollment dates
* Grading policies/student failure/student drops
* Communication of new processes and state mandates (i.e. closed caption)
* Textbook access codes
* Department Chair training for student complaints
* Peer/Student references

Ventura College for email

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

**Meeting Schedule**

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

**4th 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**