**Ventura College Department Chairs & Coordinators Council – Meeting Minutes**

**1/28/2020 3:00-4:30 p.m. MCW-312**

**Present:** Tom O’Connor, Paula Munoz, Bob Moskowitz, Brent Wilson, Cari Lange, Kammy Algiers, Philip Clinton, Dan Clark, Michael Ward, Ronald Mules, Michelle Millea, Jeffrey Wood, Ralph Fernandez, Peter Sezzi, Deanna Hall, Rachel Johnson, Gema Sanchez, Rocio Hernandez, Maria Flores, Joe Selzler, James Walker, Eric Martinsen, Michelle Beard, Stacy Sloan-Graham, Jennifer Kalfsbeek-Goetz

**Guests: Phil Briggs, Asher Sund**

**Recorder:**  Sebastian Szczebiot

**Minutes: Convened:**

| **Agenda Item** | **Summary of Discussion** | **Action due** **by whom** |
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| 1. Brief Announcements and Approval of meeting notes
 | Minutes approved via consensus |  |
| 1. Discussion - Chairs only (3:00-3:45)
 | No recorder present |  |
| 1. Vice President Reports and Items for Discussion (3:45-4:15)
	1. Student Affairs
	2. Academic Affairs (Accreditation, Curriculum, & Enrollment)
		1. HSI grant
		2. Compressed Calendar update
		3. SCFF at district
		4. Faculty hiring and approval of SEP/SEA
		5. Community class option – time permitting
 | Compressed Calendar* Previously had a group that was engaged in evaluating usefulness of compressed calendar
* Currently evaluating what concerns exist to implementation
* Idea was to evaluate possibility of a fall 2022/2023 implementation
* Chairs are concerned about faculty involvement in the decision making process
* Proposed semester duration: 15 weeks plus finals week

Faculty Hiring and approval of SEA-P* Contingency plan still holds, please review campus newsletter and faculty hiring memo sent to Academic Senate
* CT has a replacement position from 3 years ago that they had to prioritize – should they not be automatic?
* Why is SEA money holding up faculty hiring, which are hired through the general fund?
	+ Contingency plan: total of 7.5 million potentially needed. Gaps will need to be potentially plugged with general funds if money is held back.
	+ Current assumption is that next year’s operating budget at VC will be the same as this year – so we do have a potential shortfall.
	+ Some Chairs feel that SEA-P funds should’ve never been used for counseling positions for example – “money was spent incorrectly, and now faculty hiring is being penalized.”
 |  |
| 1. Standing Agenda Item: SLO / SUO – Phil (4:15-4:30)
 | SLO/SUOs Result Entry* Phil gave presentation – presentation will be distributed
* New process is streamlined but still requires information from dashboard to be entered into tracdat
* New centralized model that requires IE office to enter data requires all faculty and chairs to use the new streamlined process. (These can’t be emails or scanned copies – only data from dashboard will be added to tracdat)
* Chairs would still be able to view data in tracdat and run reports, but they would not be able to enter data.
* No SLO, no dough deadline for fall and spring would be May 30th
 |  |
| 1. Other
 | Add Codes* It was discovered board policy does not allow add codes for the week before census
* We do not loose apportionment for late enrollment forms if students began attending before census
 |  |
| 1. **future agenda items?**
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| 1. **Adjournment**
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**Department Chairs & Coordinators Council Meeting Schedule**

**MCW-312 Conference Room 3:00 p.m. – 4:30 p.m. (4th Tuesday of Every Month)**

|  |  |  |
| --- | --- | --- |
| **~~August 27, 2019~~** | **~~November 26, 2019~~** | **March 24, 2020** |
| **~~September 24, 2019~~** | **January 28, 2020** | **April 28, 2020 (last meeting of year)** |
| **~~October 22, 2019~~** | **February 25, 2020** |  |

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