

VENTURA COLLEGE

Department Chairs Council - Minutes

VC Staff Lounge

December 1, 2009 – 1:00 p.m.

Present: R. Sanchez, T. Morris, B. Moskowitz, A. Sandford, S. Waltzer, P. Sezzi, J. Beem, G. VanMeter, P. Muñoz, J. Garey, D. Kumpf, N. Latham, T. DeClerck

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome	Welcomed everyone to today's meeting.			
Approval of October 27, 2009 Meeting Minutes	The meeting minutes for October 27, 2009 were reviewed and approved with minor changes.			
Discussion				
a. Update on Higher Ed Act (textbook information on prices) – Susan Royer	This item was tabled for the January meeting.			
b. Enrollment Priorities (athletics)	There was a discussion regarding adding athletes to the priority registration category. The concern is that members of an intercollegiate team need to register for classes in the morning to allow time for practice in the afternoon. There were various concerns from some of the department chairs as to why athletes should have priority and not other students in other programs such as students in the performing arts.			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>c. Closing of Fall 2009 & Opening of Spring 2010</p>	<p>Ramiro asked the department chairs if they have any issues with the closing of the fall 2009 and opening of the spring 2010 semesters. A challenge department chairs face is not receiving the PAL and longevity list on time to be able to assign faculty. Ramiro mentioned that he asked this at the last DCHR meeting. They said that the language in the contract says that the district HR department shall develop the PAL list by the 4th week of the semester. He said that the list is sent to the Presidents. The Presidents then forward the list to their EVPs who then forward it to the deans.</p> <p>There was a request to postpone the due date students are to register for the portal. There is concern that no one will be available to assist students with registering for the portal after the 12/17 due date. Ramiro mentioned that the due date was set by the district office and could not be changed.</p> <p>There was a question as to where the \$3 Webstar fee goes to. There was preliminary discussion to remove the \$3 fee.</p>	<p>Forward PAL list to department chairs.</p> <p>It was requested that another email alert be sent out to faculty so they can remind students.</p> <p>Request to notify ATAC as to the disagreement of the Department Chair Council to continue charging the \$3 fee.</p>		<p>R. Sanchez</p> <p>R. Sanchez</p> <p>R. Sanchez</p>
<p>d. Scheduling Software</p>	<p>The district office is looking at purchasing scheduling software which will allow the 3 campuses enhanced utilization of classrooms and facilities. There is a demo scheduled tomorrow. This will not impact what you do as a department chair.</p>			

e. Assessment	This item was tabled for the January meeting.	Will contact department chairs to bring some assessments to the next meeting.	January 2010	R. Sanchez
Updates				
a. Program Review	Ramiro mentioned that the Program Review Committee went through the full review process plus the appeals. The Staffing Priorities Committee met and have forwarded the recommendations to President Calote.			
b. Enforcement of Prerequisites – Spring (partial), Summer & Fall (full)	Enforcement of prerequisites will be expanded for the spring semester. Bea Herrera will talk about some of the challenges counselors will be facing with the enforcement of prerequisites at next month's meeting. Effective summer 2010, all prerequisites will be enforced.			
c. MyVCCCD Student Portal	Progress is being made but we still have a ways to go. Your suggestions will be implemented as far as sending out the email alert again.			
d. DCSL Items; multi-term registration, statute of limitations on grade changes, tech prep/credit by exam units	<p>Multiple term registration was brought up by Peter Sezzi as a discussion item. This was due to the set curriculum deadlines which don't give faculty more time to work on their course outlines. Ramiro will be suggesting to Chancellor's Cabinet having one reading for curriculum instead of two readings.</p> <p>A subgroup will be meeting on drafting a statute of limitation on grade changes. They will be looking at a 2-3 year maximum.</p> <p>There is a subgroup working on drafting a change to the BP on tech prep/credit by exam.</p>			
e. Accreditation Self-Study	The last meeting of the college's Self Study Accreditation workgroup took place a week and a half ago and will be completing its assignment by December 18 th .			

<p>Other: What have you heard?</p> <p>What do you want to know?</p>	<p>The moral of faculty is low. Young faculty are feeling tremendous pressure to serve on committees and are burning out. Some feel they are being pushed too hard and expected to do too much.</p> <p>For the first time in many years, no classes will be offered at the East Campus site during the summer. Staff is feeling is nervous as to what is going to happen.</p> <p>There was a question as to how many positions will we be approved. Ramiro stated that he anticipates about 8-10 positions to be advertised. There were 5 positions submitted to President Calote through the Staffing Priority group.</p> <p>There was a question on there being any more reorganization or program cuts for fall 10? Ramiro said he is not looking at any substantial cuts. Cuts will probably be in hourly instructional but will not be as severe as before.</p>			
<p>Next Meeting</p>	<p>Tuesday, January 26, 2010 3:00 p.m. Campus Center Conference Room</p>			