

Ventura College Department Chairs & Coordinators Council – Meeting Notes

9/28/2021 3:00-4:30 p.m. ZOOM Meeting

Present: Kammy Algiers Michelle Beard Kaela Casey Marcelino de Cierdo Marian Carrasco Nungaray Phillip Clinton Robin Douglas
 Gema Espinoza Sanchez Rubisela Gamboa Dorothy Farias Ralph Fernandez Maria Flores Deanna Hall Rocio Hernandez
Rachel Johnson Mary Jones Crystal Kallik Raeann Koerner Cari Lange Eric Martinsen Sandy Melton Michelle Millea Terry
Morris Bob Moskowitz Ron Mules Paula Munoz Tom O’Connor Lazaro Salinas Joe Selzler Peter Sezzi Stacy Sloan Graham
 Michael Ward James Walker Patty Wendt Brent Wilson Jeff Wood

Jennifer Kalfsbeek-Goetz (VP) Cathy Bojorquez (VP) Damien Pena (VP) Dan Clark (ASP)

Guests: Deans

Recorder: Sebastian Szczebiot – Attendance not taken.

Convened: 3:33 pm

Notes:

Agenda Item	Summary of Discussion	Action due by whom
I. Announcements	<ul style="list-style-type: none"> • Fall 2021 VC Equity Summit / Guided Pathways Retreat with Dr. Diego Navarro (Academy for College Excellence) • Program Mapper is live SOON – TBA more info from Corey Wendt 	
II. Discussion - Chairs only (3:00-3:30)	<ul style="list-style-type: none"> • DCCC Co-Chair/s for this year • AFT Updates 	
III. Vice President Reports and Items for Discussion (3:30-4:30)	Previous meeting notes available online.	
a) Schedule Issues/Concerns	<ul style="list-style-type: none"> • If a class was offered as in person, we cannot switch to hybrid or online after Oct 15 to accommodate non-vaccinated faculty. In- person classes will remain in-person, and a new instructor would need to be contracted if the current faculty member was not able to come to campus due to vaccination status. <ul style="list-style-type: none"> ○ There is the possibility that there may be some flexibility this semester pending negotiations, but the intention is to have the mandate fully in place by the Spring. 	

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	<ul style="list-style-type: none"> ○ Some chairs have heard confusion from students about the mandate and process as well. Communication will be important, and the district is communicating with students – however, some students may not receive the message unless they hear it in the classroom. ○ Cont. below... 	
<p>b) Vaccine Mandate Update</p>	<ul style="list-style-type: none"> ● When and how will chairs be notified that students are not vaccinated, and need to be dropped, or that a faculty can no longer teach? <ul style="list-style-type: none"> ○ Students will be dropped administratively, not by faculty. <ul style="list-style-type: none"> ▪ Section changes could also be possible, but class modality of current schedule will not change. ○ Currently, unvaccinated hybrid students might get dropped as well, even if they are potentially only zooming – but this could be addressed with a testing protocol for unvaccinated students. ○ Deans will receive the lists of “unverified” employees. <ul style="list-style-type: none"> ▪ Deans can then pass that along to the given employee and inform them that if they don’t have their status changed with HR they won’t be allowed on campus – supervisors will not be discussing actual vaccination status. ● Current expectation is that even faculty teaching entirely online will need to be verified. <ul style="list-style-type: none"> ○ Faculty contractually need to complete at least 3 in person office hours. ● Some students already dropped classes due to mandate messaging, what happens if we now institute a testing option for non-verified students? <ul style="list-style-type: none"> ○ This may unfortunately be something we can’t now correct, but we are engaging in outreach to students about support offered. ● If employees feel that their status in the app is wrong, this will need to be cleared with the Student Health Center. ● Deans will inform Chairs which faculty won’t be able to be scheduled for the Spring. <ul style="list-style-type: none"> ○ What if chairs do not have the faculty necessary to substitute for nonverified employees? ○ Substituting only applies to the fall not the spring, and we are still waiting on further MOU information regarding the Spring. 	

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	<ul style="list-style-type: none"> ○ Ultimately, we would need to hire replacements if necessary – so the sooner we start planning for the eventualities the better. ● Important to note that MOUs are negotiated behind closed doors – so we only know what we know now. 	
c) Spring Accreditation review of DE classes: Difference between DE and correspondence courses	<ul style="list-style-type: none"> ● Visit is in Fall 2022 – DE courses that are reviewed will be pulled from the previous semester (not including summer), randomly selected, and a portion of those will be reviewed by the accreditors. ● Due to the mass shift to online in response to covid, it is important to check that our processes are still in line with Title V and state legislation. It is important for us to reflect on our practices now, so that we can avoid any flags from the accreditors when they review Spring 2022 courses. Distance education is not correspondence education. 	
IV. FUTURE AGENDA ITEMS?	<ul style="list-style-type: none"> ● Department Chair access to student data / classes (e.g. students attempting 3rd attempts with classes.) – Rachel ● VC will offer a PACE program aligned with SCFF – 100% online and 100% ZTC. 	
V. ADJOURNMENT	4:30 pm	

**Department Chairs & Coordinators Council Meeting Schedule
Zoom Meeting 3:00 p.m. – 4:30 p.m. (4th Tuesday of Every Month)**

August 24, 2021	November 23, 2021	March 22, 2022
September 28, 2021	January 25, 2022	April 26, 2022
October 26, 2021	February 22, 2022	May 2022 – No Meeting

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