

Ventura College Department Chairs & Coordinators Council – Meeting Minutes

Tuesday, October 25, 2016 3:30-5:00 p.m. MCW-312

Present: Bob Moskowitz, ~~Gari Lange~~, Casey Mansfield, Corey Wendt, ~~Damien Pena~~, Deanna Hall, Debbie Newcomb, Eric Martinsen, Jeffrey Wood, ~~Jennifer OToole~~, ~~Karen Harrison~~, ~~Kimberly Hoffmans~~, Lydia Morales, Malia Rose-Seisa, ~~Marcelino De Cierdo~~, ~~Marian Carrasco Nungaray~~, Marta de Jesus, Mary Jones, ~~Maureen Newton-Eliot~~, Michael Ward, Michelle Millea, Nancy Fredrickson, Patricia Wendt, Paula Munoz, ~~Peter Sezzi~~, Philip Clinton, Robert Lawson, ~~Robin Douglas~~, Ronald Mules, Sandra Melton, Stacy Sloan Graham, Tania DeClerck, Ted Prell, ~~Ferry Morris~~, Thomas O'Connor

Guests:

Recorder: Sebastian Szczebiot

Minutes: Convened: 3:33 p.m.

Agenda Item	Summary of Discussion	Action due by whom
I. WELCOME/ANNOUNCEMENTS	<ul style="list-style-type: none"> • Oct. 31 – Registration for Special Population; Continuing students on November 4; new students on Nov. 21 (Please let counselors know if you have classes that need filling) • International Film Fest, ASC 150, Nov. 2 (<i>Audism Unveiled, 2008</i>) and Nov 16 (<i>Guten Tag Ramon, 2014</i>) • Nov. 5 – VC History & Pre-Law Association's 5th Annual Ventura County Historical Research and Oral History Symposium, Guthrie Hall, 9:00 am – 3:30 pm • Academic Senate elections, Nov. 7–10 • Art Show – “Avant Garde” exhibition <ul style="list-style-type: none"> ▪ Dec1st – Open House (new gallery and studio) • This weekend – Fright fest! (8 one act plays and an opera, using the whole PAC building.) • Workshop on 10/26 at 3pm about Autism – highlights taking a positive approach • Benefit BBQ for Brenda Be at 11.30 tomorrow (10/26) • Friday – Faculty union board meeting • Annual health fair on Thursday 10/27. There will be 28 vendors. If you visit 5 plus vendor, you are eligible for a free lunch. 	

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II. REVIEW MINUTES	Minutes approved via consensus	-Motion by Stacy to Approve -Robert Seconds -Passed by consensus
III. REVIEW OF 2015-16 AND 2016-17 GOALS & ACCOMPLISHMENTS	<i>Not addressed – saved for Kimberly Hoffmans to address</i>	
IV. VICE PRESIDENT UPDATES	<i>Damien Pena and Kim Hoffmans not present</i>	
V. DEPARTMENT CHAIR UPDATES	<p><u>New Faculty Recruitment Updates:</u></p> <p>Comm Dept is hiring faculty – previous searches, across all campuses, were unsuccessful.</p> <p>Math and Life Sciences are also currently hiring.</p> <p>Chemistry Dept is looking for full time faculty for Spring 2017, as Joy Kobayashi will be retiring after Fall 2016.</p> <p>D. Newcomb noted that Jim Carriger is retiring at the end of Fall 2017 as well.</p> <p>T.DeClerk started search to replace Art Sandford fulltime.</p> <p><u>Discussion ensued regarding classroom booking and scheduling:</u></p> <p>There are some concerns around booking classrooms, the block schedule, and lost reservations. T.DeClerk finds block schedule is not flexible enough, and thereby amplifies scheduling issues, especially during primetimes.</p> <p>D.Newcomb asked about Chairs' experiences with Friday classes. She is considering adding Friday mornings and offering these to part time faculty who are eager for more classes.</p>	

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	<p>E. Martinsen and S.Sloane – In their experience, Friday was not that popular but they found Saturday to be very successful. Eager/serious students sign up for Saturday classes, which means teachers are happy to take these on.</p> <p>Marta de Jesus noted that Biology starts as early as 7 am in order to deal with classroom booking concerns. The department also schedules Friday lessons. The problem with Saturdays is the use of the parking lot by third parties.</p> <p>M.Ward noted that the Social Sciences’ move is towards online/DE rather than adding Friday or Saturday classes.</p> <p><u>Discussion ensued regarding “Block Scheduling”:</u></p> <p>There is overall concern with the lack of flexibility in the block scheduling system. The cons include: parking – everyone arrives at the same time (especially a concern at 9.30am); 8.00am start time conflicts with Unified District schools which affects students that are parents; classes that exceed one block even slightly take up two whole blocks; and limits student interaction on campus between classes.</p> <p>Perhaps a solution would be to add some flexibility—not axing the system completely. For example, the “block” is only intended for 3 unit classes, and not all classes are only 3 units. There should be space in the system for 4 unit and 5 unit classes. Moreover, what research has been done? How does this affect the student population?</p> <p>E. Martinsen – Kim has authority to override block schedule. She can be approached on a case by case basis as well.</p> <p>It was suggested that an assessment of all rooms on campus needs to be made—as mentioned by P.Ewins over a year ago—so that we can really understand our facilities and how much space we do or do not have.</p> <p>T.DeClerck – late start classes could be spread over three days.</p>	

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VI. INFORMATIONAL/DISCUSSION	<p>a) Credit by Exam List (Kim and Corey) Need to remove: AG / CJ – V11, V12A, V12B / EDU / FDM / HEC / JOUR / MUS – V55A-C, V57A, V57B, V61AB / PHOT</p> <p>b) Department Chairs reassigned time (Michael)</p> <ul style="list-style-type: none"> • Chairs feel that workload surpasses the release time they receive for their extra duties – Discussion ensued: • It was suggested that until renegotiated, chairs should avail themselves to other opportunities such as Faculty Academy in order to receive more release time. En masse, this would send a message. • It was noted that other faculty have tasks that have no release time at all (curriculum development, for example, or running an internship etc.). However, release time is what encourages faculty to expand what we do. • Others felt that the argument that compensation (i.e. release time) doesn't match workload expectations is weakened if Chairs try to "subvert the system" by recuperating release time through other channels. Instead focus on the message that we deserve compensation for what we are doing when negotiating. • In addition, joining Faculty Academy may not be practical for everyone, there are scheduling issues to think of. But the assumption that money is equal to the time is wrong. • Chairs should consider what the leverage points in negotiations could be. <ul style="list-style-type: none"> ○ For example, social sciences teachers' response is to get students to drop if numbers exceed 55 – they push back. Chairs need to act like a team too. 	
VII. STUDENT LEARNING OUTCOMES (DEBBIE NEWCOMB)	<i>Not addressed</i>	
VIII. GENERAL ANNOUNCEMENTS	<i>None to record</i>	

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IX. FUTURE AGENDA ITEMS?	Review of Goals and Accomplishments, SLO	
X. ADJOURNMENT	4:42 p.m.	
NEXT MEETING	November 22 nd , 2016 3:30 – 5:00 p.m. MCW-312	

Department Chairs & Coordinators Council Meeting Schedule
MCW-312 Conference Room 3:30 p.m. – 5:00 p.m. (4th Tuesday of Every Month)

August 23, 2016	November 22, 2016	March 28, 2017
September 27, 2016	January 24, 2017	April 25, 2017 (last meeting of year)
October 25, 2016	February 28, 2017	

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.

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