

Ventura College
Department Chairs & Coordinators Council Meeting Agenda

January 26, 2016

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

- Charge:** The Department Chair and Coordinator Council provides a forum for the discussion of academic, operational and institutional issues. This is a faculty-driven body that makes recommendations to the Administrative Council.
- 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.
(Aug 25, 2015 – Sept 22, 2015 – Oct 27, 2015 – Nov 24, 2015 – Jan 26, 2016 – Feb 23, 2016 – Apr 26, 2016)

I. Welcome/Announcements

- a) Catalog Corrections due **Feb. 22** to Katie Owashi
- b) Institutional Effectiveness Partnership Initiative (IEPI) Peer Review Team (PRT) visit on **Feb. 8**
- c) Community College Survey of Student Engagement (CCSSE) to be completed in selected classes between March 28-April 21 (tentative dates)
- d) Achieving the Dream coaches visit March 17 & 18 (tentative dates)

II. Review of Minutes from November

III. Office of Student Learning Updates

- a) Pat Ewins
- b) Kim Hoffmans

IV. Informational / Discussion

- a) Dept. Chair/Coordinator Training
- b) Organizational restructure

V. Student Learning Outcomes (Debbie Newcomb)

VI. Contract language regarding the roll and responsibilities of Dept. Chairs
(Kim, Pat, and Jenifer will leave for this discussion)

VII. General Announcements – *Council* (Time permitting)

VIII. Future agenda items?

IX. Adjournment

Items in Reserve:

- Credit by Exam list
- Grading policies/student failure/student drops
- Communication of new processes and state mandates (i.e. closed caption)
- Online/hybrid/web enhanced courses
- Textbook access codes
- Department Chair training for student complaints
- Peer/Student references