

VENTURA COLLEGE

Department Chair Council - Minutes

CAMPUS CENTER CONFERENCE ROOM

October 26, 2010 – 3 p.m.

Present: P. Wendt, C. Mansfield, B. Moskowitz, J. Garcia, K. Scott, G. Huddleston, R. Sanchez, J. Selzler, J. Stauffer, P. Muñoz, B. Herrera, D. Oliver, L. Hall, T. DeClerck, B. Lawson, R. Koerner, K. Harrison, S. Quon, T. Prell, S. Bricker, D. Kumpf, J. Garey, S. Melton, P. Sezzi

Guests: Paulette Johnson, Jeff Ferguson, Robin Calote

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome	Ramiro welcomed everyone to today's meeting.			
Approval of September 28 Meeting Notes	Meeting notes for 9/28/10 meeting were reviewed and approved as submitted.			
Program SLO's and recent visit by Accreditation Team – R. Calote	President Calote provided a short debriefing on the recent visit by the Accreditation Team. She said that although the team gave the campus credit for what we currently have in place, the team is making a serious recommendation about our campus not making sufficient progress on the full implementation of SLO's. She said that we need to be in full compliance by 2012. She mentioned that we are missing program level SLO's and need to clearly define what a program is. She distributed examples of program level SLO's from Mt. San Antonio College and Cabrillo College. She said a task force has been formed consisting of 3 Deans and 3 Academic Senate representatives who will be looking at different models for the campus. She stressed the importance of Deans and Department Chairs understanding the model and feeling comfortable with it. She said that at some point we will need a person who will provide support to the Departments Chairs. This person will help get documentation on the web and be readily accessible to everyone with regard to SLO's. The task force will be sharing the model they have come up with at the next DCC meeting.			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Common Errors Made in Curricunet – P. Johnson	Paulette shared with everyone where the common errors are made in Curricunet. She noted that the biggest problem where courses get stuck in the approval process is in the second launch and second department chair approval. She provided a couple of handouts on the common errors and tips on Curricunet.			
Article on Affective Assessment for Development Students - Council	Ramiro mentioned that this is an article that was sent out to deans about a month ago. This article talks about the work that has been done on the assessment of students with regard to knowledge base.	If there is any interest in piloting this test during the spring semester, let Ramiro know.	November 2010	Council
Disposal of Sensitive Student Information – R. Sanchez	Ramiro asked all Department Chairs to be cautious as they clear out reports or documents that have sensitive information on students. He mentioned that there are a couple of locations that have bins for documents that need to be shredded. This was prompted by a student obtaining access to other students' private information.			
SB 1440 – J. Ferguson	Jeff provided information he received at a conference he recently attended on SB 1440. He mentioned that c-id has completed the descriptors that are going to be used to develop transfer model curriculum. Once the model curriculum is finalized, colleges may "adopt" these and the State Chancellor's Office will expedite the approval. This will clear pathways for students statewide once they earn an associate degree, complete major pre, and are given admission priority. The "Transfer Model Curriculum" will have appropriate courses for an associate degree, prepare students for transfer, encourage "double-counting", and have a total of 60 units. Currently there are 20 majors in process. He strongly urged Department Chairs and Deans to communicate with all faculty regarding enlisting on the list serve so they can provide input to the draft transfer model curriculum. The site to sign-up is www.c-id.net .			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Enforcement of Prerequisites and Revised Template for Challenging Prerequisite - Council	Input provided by Departments Chairs facilitated a revision to the template.			
Summer 2011 – R. Sanchez	Ramiro mentioned that the focus this coming summer will be on general ed and transfer classes with CTE classes where appropriate. There will not be a 4-week summer session. The same pattern used during summer 2010 will be used for summer 2011. MC and OC will start their summer session one week ahead of ours. No direction has been received as far as Friday closures.			
Other	-It was announced that CSU-CI will be accepting applications for spring 2011. -VC Transfer day is on November 4 th .			
Next Meeting	Tuesday, October 26, 2010 – 3 p.m. Campus Center Conference Room			