

**Our Mission**

At Ventura College, we transform students’ lives, develop human potential, create an informed citizenry, and serve as the educational and cultural heart of our community. Placing students at the center of their learning experience, we serve a highly diverse student body by providing innovative instruction and student support, focusing on associate degree and certificate completion, transfer, workforce preparation, and basic skills. We are committed to the sustainable continuous improvement of our college and its services.

**Our Vision**

Ventura College will be a beacon of learning—a source of inspiration and guidance—for our students and community.

**Our Guiding Principles**

At Ventura College we believe that students come first and all else follows. We strive to create a campus environment that fosters collaboration, communication, and mutual respect. We are committed to these Guiding Principles in all that we do:

* Embrace the strength of diversity
* Listen with intensity and compassion
* Communicate with integrity and patience
* Design student-centered solutions
* Spark self-confidence and a sense of discovery
* Pursue our vision and goals with passion

**Council 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.

The Council agreed upon “Group Norms” to

* Stay focused on issues that will **improve student learning.**
* Remain positive, professional, and respectful of each other.
* Listen to, respect, and strive to understand all points of view
* Respect the time of the council by starting and ending the meeting on time.
* Work together to build consensus.

**Ventura College**

**Department Chairs and Coordinators’ Council**

**9/24/2019**

**MCW – 312 | 3:00 – 4:30 PM**

1. Brief Announcements and Approval of meeting notes for April and August (3:00-3:10 pm)
2. Co-Chair Recommendations ~ continued (3:10-3:15 pm)
3. Review Charge and Group Norms – revisited (3:15-3:25 pm)
4. Vice President Reports (3:25-3:35 pm)
   * Student Affairs
   * Academic Affairs (Enroll., Curric., Accred., Other)
5. Discuss Dual Enrollment and the East Campus (3:35-4:00)
6. Standing Agenda Item: SLO / SUO – Phil (4:00-4:20/25)
   * + FTEF allocation model revised
7. General Council / Chair Updates and Announcements
8. Discussion without Administration time permitting
9. Adjournment

**Next Meeting Date:** Jennifer at CCCO conference on 10/23, can we meet on the 5th WED of OCT: Oct 30 instead?

# Announcements

* **No Holidays** / days off in October
* **CourseLeaf Assistance** –If you need assistance with the SLO/SUO portion, contact Phil Briggs. For assistance on the DE Addenda, contact Sharon Oxford.
* **New Department Chair Training** **NEW DATE** - TENTATIVE: OCT 3, from 3-4:30 pm
* **Community Class** process is being developed for discussion at the next meeting. Some highlights: 1) predominantly for activity/lab classes that cannot use the audit option, 2) intended to be used when repeatability has been exhausted, 3) funds generated will cover liability and processing fees and will generate funds for departments to purchase instructional supplies, equipment, etc.