# Ventura College

## Department Chairs and Coordinators’ Council

### 2/25/2019

#### MCW – 312 | 3:00 – 4:30 PM

1. Brief Announcements, Approval of meeting notes for January
2. Discussion - Chairs only (3:00-3:45)
3. Vice President Reports and Items for Discussion (3:45-4:20)
   * Student Affairs (see announcements)
   * Business Services (see announcements)
   * Academic Affairs (Accreditation, Curriculum, & Enrollment)
     + Lab/Instructional Supplies budget
     + Discussion on issues that arise among Chairs
4. Standing Agenda Item: SLO / SUO – Phil (4:20-4:30 minutes)
   * Reducing SLO assessments quick presentation
5. Adjournment

**Next Meeting Date: 2/25/2019**

**Holidays** / days off / Events in **March**:

* MAR 19-20, Self-assigned Flex days
* MAR 25-26
* MAR 31, Cesar Chavez Day (state holiday - we are not off work)

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 & ending the meeting on time.
* **Work together to build consensus**.



**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.

## Student Affairs Announcements

* None this month

## Business / Admin. Affairs Announcements

* **All classroom doors are being modified with new locks**. The goal is to ensure all doors can be locked from the inside by faculty in the classroom. The project will be complete by the end of the semester. Questions? Reach out to Sue Royer [sroyer@vcccd.edu](mailto:sroyer@vcccd.edu)
* **HVAC**: VP Cathy Bojorquez is working with our new Director of FMO, Orlando De Leon, as well as technical consultants to determine how we can move forward with the Science HVAC project. The time estimates for the project in its current configuration is 12 to 18 months. We are exploring breaking it up into separate projects and starting with the boiler replacement which would provide adequate heat in the cold months.

## Academic Affairs Announcements

* **Accreditation**: Midterm report is making its way through committees. The ACCJC Midterm Report is due in OCT 2020. To meet this deadline, it is due to the district, complete with all campus approvals, in May, 2020.
* AS will have the first read for approval on 4/2/2020; AS will have the second and final read for approval on 4/16/2020
* **Curriculum**:
  + Changes to the curriculum review process are being considered and discussed. Current processes are being assessed to inform. Possible changes in the process.
* **Enrollment and Schedules**:
  + Compared to Spring 2019,
  + On the year,
  + Community Class Options is now available for Lab/Activity classes. After a student has exceeded repeatability in a lab/activity class, if a faculty member would like to add others to the course, they can pay a fee to be enrolled as a community member. The attendance will not appear on the transcript. Faculty can add students after the Add/Drop period. 60% of the fee collected will go to the program in which the class is housed. Questions? Contact Jennifer KG by email.

## Other

* The district is working on local formula for district fund allocation that will reflect some or all of the elements of the Student Centered Funding Formula (SCFF). The final model will likely be selected in AY 20-21 to be applied in 21-22. Models discussed to date demonstrate a modest increase in proportional funding to VC.