

VENTURA COLLEGE

Department Chairs Council - Minutes

Campus Center Conference Room

February 23, 2010 – 3:00 p.m.

Present: C. Mansfield, J. Parker, S. Quon, B. Moskowitz, L. Hall, S. Bricker, B. herrera, T. Prell, J. Beem, G. VanMeter, P. Muñoz, R. Sanchez, S. Stauffer, T. DeClerck, D. Kumpf, P. Sezzi, B. Lawson

Guests: Scott Corbett, Michael Callahan, Krista Wilbur

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 1/26/10 Meeting Minutes	The meeting minutes for January 26 th were reviewed and approved as submitted.			
Presentations & Discussion	Questions from the Council came up regarding the moratorium imposed on the submission of new courses for distance education.			
a. SLO's & Assessment Tools – <i>Scott Corbett</i>	Scott Corbett gave a presentation on work he and his colleagues have done with their SLOs. He mentioned that a group has been set-up on the portal called VC Historians.			
b. Data Comparisons between spring 09 and spring 10 – <i>Michael Callahan</i>	Michael presented his data comparisons between spring 09 and spring 10.			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>c. Distance Education – Krista Wilbur</p>	<p>Krista mentioned that the district switched to Desire 2 Learn at the beginning of the semester. There were been many trainings scheduled in the fall. About 90% of the faculty who teach online or have web-enhanced classes have been trained. She said that the transition has gone smoothly. She will be scheduling another training soon. She also said she is available for appointments for anyone teaching online. She mentioned that March 31st will be the last day faculty will have access to their content on Blackboard. She briefly explained the problem with D2L over the President’s weekend. She said that students and faculty were not able to upload files or assignments. The problem has now been resolved. District staff are meeting with D2L staff to come up with resolutions in case this ever happens again.</p>			
<p>d. AP 7120 – C Recruitment and Hiring Part-time Faculty – Peter Sezzi</p>	<p>Peter said that this AP was brought up at DCHR and has gone through Senate for review. He asked for the Councils comments and suggestions on this AP which he will present to DCHR. Basically what this AP says is that no emergency hires will be allowed.</p>	<p>If anyone has anymore comments please email them to Peter.</p>		
<p>4. Updates</p>				
<p>a. Enforcement and Challenge Process of Prerequisites – Bea Herrera</p>	<p>Bea reminded the department chairs to submit their contact information for the enforcement of prerequisites and challenge process. March 12th is the deadline to submit this information.</p>			
<p>b. My VCCCD Student Portal – Linda Resendiz</p>	<p>Linda briefly showed the Council the layout of the student portal.</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
c. New CurricUNET Approval Process – <i>Ramiro Sanchez</i>	Ramiro presented the Council with the new CurricUNET approval process which was approved by the Curriculum Committee. Paulette and Linda will be working on updating the new process in CurricUNET within the next couple of months. During that time, CurricUNET will be shut down in order to complete this update.			
Next Meeting	Tuesday, March 23, 2010 – 3:00 p.m. Campus Center Conference Room			