

VENTURA COLLEGE

Department Chair Council - Minutes

CAMPUS CENTER CONFERENCE ROOM

November 23, 2010 – 3 p.m.

Present: M. De la Rocha, C. Mansfield, S. Melton, B. Moskowitz, T. Prell, P. Wendt, T. Harrison, J. Parker, T. DeClerck, P. Sezzi, S. Bricker, P. Muñoz, J. Stauffer, R. Koerner, B. Herrera, J. Garcia, J. Garey, L. Hall, B. Lawson, S. Quon, J. Selzler

Guests: K. Gorback, R. Calote, P. Johnson, V. Lugo, K. Scott, S. Hajas, T. Gardner, G. Huddleston, T. Harrison, D. Oliver

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome	Ramiro welcomed everyone to today's meeting.			
Review of October 26 Meeting Notes	Meeting notes for 10/26/10 meeting were reviewed and approved as submitted.			
PRESENTATIONS & DISCUSSION				
a. Student Learning Outcomes Oversight Group (SLOOG) – P. Sezzi, T. Gardner, K. Scott	Robin Calote said that the overall project has been ongoing. The group is hoping to contribute to better discussions and development of program SLOs. The group mentioned that the program SLOs need to be completed by the end of the semester. They are developing a handbook to assist faculty with the process of the SLOs. Kathy will be sending documentation for the program level SLOs and instructions as to where they need to be sent.			
b. Course Outline of Record – Discipline Field (Minimum Qualifications)	Ramiro distributed to each department chair their list of disciplines that need to be filled out with minimum qualifications. Department Chairs populated their list and will be returning it to the area Dean.			

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c. Block Scheduling for Fall 2011	Ramiro met with an AdHoc committee consisting of Steve Palladino, Jennifer Parker, Bob Lawson and Bob Arce a couple of years ago regarding block scheduling. The group did extensive research and evaluation of block scheduling. The final outcome was that we did not have enough rooms to accommodate a block schedule. The group would like to bring it back for consideration for the fall 2011 now that we have multiple purpose buildings that will be operational. Ramiro asked if anyone else would like to join this AdHoc committee. Mayo agreed to participate.			
UPDATES				
a. Spring 2011 Enrollment Data	Ramiro sent the enrollment data for spring 2011 as of last night to all department chairs. He mentioned that we will continue to see increases as last year. We are currently in our second week of registration by appointments.			
b. Other	Paulette Johnson announced that she is retiring. Her last day is December 15 th .			
Next Meeting	Tuesday, January 25, 2011 - 3 p.m.			