

VENTURA COLLEGE

Department Chair Council-Minutes

Campus Center Conference Room

Tuesday, November 27, 2012

Present: T. Harrison, K. Scott, M. Jones, S. Melton, C. Lang, T. Prell, J. Stauffer, T. Pardee, E. Martinsen, P. Muñoz, P. Wendt, B. Moskowitz, A. Kolesnik, D. Kumpf, S. Graham, J. Parker, M. Pauley, J. Garey, P. Sezzi, S. Palladino, R. Sanchez, S. Bricker, T. DeClerck, G. Huddleston, K. Harrison, J. Selzler, K. Schrader

Guests: Debbie Newcomb, Ty Gardner, Terry Cobos, Erica Tartt, Rebecca Chandler

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
1. Welcome	Ramiro called the meeting to order at 3:01 p.m. and welcomed everyone.			
2. General Announcements or New Issues to be Addressed – Council Members	<p>Judy Garey – Judy made an invitation to everyone to attend the opening show for The Pirates of Penzance. She mentioned that the show is made in part by the big collaboration between the Theatre Arts, Dance and Music Departments. Over 100 students are participating in this production. Shows are scheduled for December 6, 7, and 8 at 8 p.m. and December 9 at 3 p.m. (matinee). Tickets are \$10 for staff. There will be a rehearsal on Wednesday at 8 p.m.</p> <p>Mark Pauley – This year’s Clothesline Project was a success.</p> <p>Alex Kolesnik – The Math Department recently held the Student Math League Contest and is currently busy with SLOs and curriculum.</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>General Announcements or New Issues to be Addressed – <i>continued</i></p>	<p>Bob Moskowitz – The Art Department is currently holding two exhibitions; Che Guevara and 20th Century Latin American show.</p> <p>Patty Wendt – EAC is busy registering students for the next semester and gearing up for finals. Please remind faculty to turn in their tests promptly.</p> <p>Paula Muñoz – EOPS had early registration a couple weeks ago. They are concerned with the changes in enrollment priorities and district implementation.</p> <p>Eric Martinsen – VC Voices will accept papers written in any class. Inform faculty that if they see strong papers to submit them online.</p> <p>Terry Pardee – Working on 5 a year SLO plan for the Biology Department.</p> <p>Stacy Graham – Working on SLOs.</p> <p>Steve Palladino – Working on SLOs. The department got a foundation grant allowing for GIS engineering labs. They will be getting a tablet computer that will be linked to software on every computer.</p> <p>Cari Lang – The Anthropology Department is excited about getting the last course for their TMC approved. They will be offering the course next year and work on the Anthropology transfer degree. All SLOs have been assessed.</p> <p>Sandy Melton – The Health Sciences Department is on its 4th accreditation self study report.</p> <p>Susan Bricker – Thanked everyone for their condolences.</p>			

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<p>General Announcements or New Issues to be Addressed – <i>continued</i></p>	<p>Peter Sezzi – The library has a good display highlighting some of the anthropology holdings. There is currently a display for Che Guevara put up by Donna Roth. A successful display was put up for the Dia de Los Muertos event by Mayo De la Rocha.</p> <p>Karen Harrison – ESL is glad to be back in the ELC building.</p>			
<p>3. Discussion/updates</p>				
<p>a. TrackDat & SLO – K. Scott/D. Newcomb/T. Gardner</p>	<p>We've made it through a very intense accreditation visit. Kathy reminded everyone that the SLOs need to be submitted. So far only one person has submitted them. She asked for everyone's support in getting the SLOs in. both Ty and Debbie reiterated their availability to assist with the SLOs and distributed new handouts. They said that everything needs to be done by December 19th. Ramiro thanked everyone for their work and to make this a priority on their list.</p>			
<p>b. Presentation on New Electronic Field Trip form – Terry Cobos</p>	<p>Terry Cobos made a presentation on the new online field trip workflow process.</p>			

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<p>c. Distance Education Trends & Directions – G. Huddleston</p>	<p>Gwen introduced a new staff member that has joined her division. Her name is Rebecca Chandler and she will be the new Instructional Technologist replacing Krista Wilbur. She shared informed from a conference she attended on November 2nd at College of the Canyons called Trends and Directions: A Discussion of Educational Technology in Higher Education. One of the main things found in this meeting was that students are very busy and how we need to try to accommodate them. She asked the department chairs to share this information with faculty and get feedback from them and report back at the next Department Chairs Council meeting in January. Gwen will then provide this feedback to INTELECOM. She said that another item that came out from this meeting is that we need more online training for students on how to be a successful online student. They need more guidance if they are falling behind.</p>			
<p>d. Current Status on TMCs at VC – P. Sezzi/ R. Sanchez</p>	<p>The State Chancellor's Office informed all community colleges that they had to be at 100% with TMCs by fall 2012. They recently sent out directions to calculate an estimate on where each college was as far as TMCs. The calculations were done and were forwarded to Peter and Robin. As of now, VC is at 183% goal with TMCs. We have 11 on the books.</p>			
<p>e. Spring 2013 Enrollment Data – Council</p>	<p>The spring 2013 enrollment status as of midnight is similar to spring 2012 semester. All three colleges are ahead from last year. Percentages are in the single digits. Our goal is to get 4,600 FTES for spring 2013.</p>			

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4. New Items				
a. SAB Remodel – R. Sanchez	Both the Studio Arts and Ceramics are scheduled to go through a remodel and be moved to the Annex Building. In consultation with the department it has been agreed to postpone the remodel until a facility in M & O is built that will serve the short term needs of the Studio Arts and Ceramics departments.			
b. CCSSE Survey in Spring 2013 – K. Scott	The survey is a requirement of both Title V grants and will be conducted sometime in March.			
c. Donation from Arthur Rupe Foundation to Support a CNA Class in the Spring– S. Melton	This donation was given to support an extra CNA section in the spring and 20 hours for a skills lab instructor.			
d. Sabbatical Leaves Rankings for 2013-2014 – S. Graham	<p>The committee has completed the process for presentations and read all proposals. The following are the final ranked results:</p> <ol style="list-style-type: none"> 1. Cari Lang 2. Angelica Gonzales 3. Michelle Hagerman 4. Albert Chen 5. Steve Palladino 6. Kelly Peinado 7. Scott Corbett 8. Bob Porter <p>All applicants have been informed regarding the District process for prioritization and the deadlines for action by the Board of Trustees. Copies of the proposals and the list of the rankings have been forwarded to Patricia Parham, Dr. Calote, and Peter Sezzi.</p>			

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	Ramiro closed the meeting with a moment of silence in memory of Isabel Tapia.			
Next Meeting	Tuesday, January 22, 2013 – 3:00 p.m. Campus Center Conference Room			