

Ventura College Department Chairs & Coordinators Council – Meeting Notes

8/24/2021 3:00-4:30 p.m. ZOOM Meeting

Present: Kammy Algiers Michelle Beard Kaela Casey Marcelino de Cierdo Marian Carrasco Nungaray Phillip Clinton Robin Douglas
 Gema Espinoza Sanchez Rubisela Gamboa Dorothy Farias Ralph Fernandez Maria Flores Deanna Hall Rocio Hernandez
Rachel Johnson Mary Jones Crystal Kallik Raeann Koerner Cari Lange Eric Martinsen Sandy Melton Michelle Millea Terry
Morris Bob Moskowitz Ron Mules Paula Munoz Tom O'Connor Lazaro Salinas Joe Selzler Peter Sezzi Stacy Sloan Graham
 Michael Ward James Walker Patty Wendt Brent Wilson Jeff Wood

Jennifer Kalfsbeek-Goetz (VP) Cathy Bojorquez (VP) Damien Pena (VP) Dan Clark (ASP)

Guests: Deans

Recorder: Sebastian Szczebiot

Convened: 3:33 pm

Notes:

Agenda Item	Summary of Discussion	Action due by whom
I. Announcements	Welcome Back! Program Review Deadline – Sept 17!	
II. Discussion - Chairs only (3:00-3:15)	<ul style="list-style-type: none"> • DCCC Co-Chair/s for this year • Schedule Planning for Spring 2022 • Polling the Chairs on Spring 2022 planning 	
III. Vice President Reports and Items for Discussion (3:15-4:30)	Previous meeting notes available online.	
a) Evaluations	<ul style="list-style-type: none"> • Back to normal process and schedule <ul style="list-style-type: none"> ○ MOU suspending evals has expired ○ Start with carte blanche for this year 	

Agenda Item	Summary of Discussion	Action due by whom
<p>b) Schedule Planning for Spring 2022</p>	<ul style="list-style-type: none"> • Student Input on Spring 2022 and beyond • Giving students what they need when they need it (50% - max teaching online) <p>Overview of Data from IE – See powerpoint presentation from VP and survey results data</p> <p>For Spring, suggestion from District is that no FT faculty has more than 40% fully online. VC suggested hybrid courses be counted as in person – as long as this isn't abused by offering only hybrid.</p> <p>It was suggested to survey employees about their wellbeing and needs.</p> <p>If in person course students are quarantined, courses can be moved online if DE addendum is on file and instructor is approved.</p> <p>In building schedule, focus is more so on student needs than apportionment – of course finances still matter.</p> <p>Early Reg starts Nov 1 – if we push back schedule production, students will have less time with the schedule before registering. This is not a concern for EOPS but EAC did voice preference for not pushing back production.</p> <p>With added hybrid and online courses, it is easier to accidentally create too much overlap – be vigilant, there is no current mechanism to “check”.</p> <p>No unvaccinated employees will be allowed to access the worksite or to teach online after Oct 15. HR currently states employees must be fully vaccinated – meaning a certain amount of time has passed second dose. Chairs noted this should be better communicated.</p> <p>Money is still available for students. Students must have FAFSA on file.</p>	

Agenda Item	Summary of Discussion	Action due by whom
c) Difference between DE and correspondence courses	<ul style="list-style-type: none"> • <i>Not addressed</i> 	
IV. FUTURE AGENDA ITEMS?	DC access to student data / classes (eg students attempting for 3 rd time)	
V. ADJOURNMENT	4:30 pm	

**Department Chairs & Coordinators Council Meeting Schedule
Zoom Meeting 3:00 p.m. – 4:30 p.m. (4th Tuesday of Every Month)**

August 24, 2021	November 23, 2021	March 22, 2022
September 28, 2021	January 25, 2022	April 26, 2022
October 26, 2021	February 22, 2022	May 2022 – No Meeting

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