

**Ventura County Community College District**

**District Council on Student Learning (DCSL) Committee**

**January 22, 2009**

**3:00 p.m. – 4:30 p.m.**

**Present:** Denice Avila (MC), Michael Bowen (VC), Susan Bricker (VC), Susan Cabral (OC), Robin Calote (VC), Kathy Colborn (MC), Scott Corbett (OC), Patricia Ewins (MC), David Farris (VC), Victoria Lugo (VC), Marie Panec (MC), Ramiro Sanchez (VC), Brenda Schubert (MC), Peter Sezzi (VC), Margaret Tennant (MC), Monica Zavala (VC)

**Absent:** Jaime Casillas (VC), Rene Maciel (VC), Iliana Marquez (VC Student Rep)

**Recorder:** Lynn-Marie Glaze (DAC)

**Minutes:**

<b>Agenda Item</b>	<b>Summary of Discussion</b>	<b>Action (If Required)</b>	<b>Completion Timeline</b>	<b>Assigned to:</b>
Welcome and Introductions	Robin Calote welcomed the attendees.			
1. Approval of Minutes from 11/20/08	The minutes from November 20, 2008 had not been distributed prior to the meeting. Lynn-Marie Glaze will distribute them to team members via e-mail for review and corrections.	Minutes from 11/20/08 will be distributed via e-mail for approval at the 2/26/09 meeting.	Prior to 2/26/09 meeting.	L-M Glaze
2. Student Services Procedures	<p><b><u>THIRD READING</u></b></p> <p>AP 5020 Non Resident Tuition: Approved</p> <p>AP 5130 Financial Aid: Approved</p> <p>AP 5200 Student Health Services: Approved as amended.</p> <p>AP 5300 Student Equity: Approved</p> <p>AP 5400 Associated Students: Approved</p> <p>AP 5410 A.S. Elections: Approved</p> <p>AP 5700: Athletics: Newest version approved as presented</p>			

**FIRST READING**

Suggested changes will be made and returned to the next meeting for Second Reading.

AP 5010 Admissions: No changes

AP 5015 Resident Determination: No changes

AP 5040 Student Records, Directory Information, and Privacy: No changes

AP 5205 Student Accident Insurance: No changes

AP 5420 Associated Student Finance: To be reviewed

AP 5520 Student Discipline Procedures: This procedure has been customized for VCCCD; members will carefully review prior to next meeting.

**RETURNING FROM TABLE / ACTION NEEDED**

AP 5052 Open Enrollment: The listed programs are not necessarily open enrollment. Will delete bolded language from lines 11 and 15.

AP 5140 Disabled Student Services and Programs: Approved as presented, with correction of the title. (Disabled Student Programs and Services - will need to be corrected on Board Policy, also.)

AP 5150 Extended Opportunity Programs and Services: Ramiro Sanchez read corrected paragraphs provided by \*\*. Will modify formatting to following bullet format in AP 5140; approved with new language and enumerative list added.

AP 5200 Student Health Services: No changes

AP 5570 Student Credit Card Solicitation: Approved as presented

**NOT COMPLETED**

AP 5530 Student Rights and Grievance: This item does not have an associated Board Policy, and will require

	<p>further work prior to presenting for approval.</p> <p>Next month, DCSL will perform the final review of the First Reading items presented today.</p> <p>Pam Eddinger is working on a draft of Instructional Procedures, which also must be reviewed by DCSL. Robin Calote will ask Lynn-Marie Glaze to distribute copies to team members when available.</p>	Distribute draft Instructional Procedures to DCSL.	When available.	R Calote / L-M Glaze
3. Course Repeatability for CTE Classes (J Casillas)	Tabled to next meeting	Add to agenda for 2/26/09 meeting		L-M Glaze
4. Second Reading: Credit by Escrow	This issue is being reviewed by the Academic Senates, and will need campus approval prior to being presented for review by DCSL. This program is similar to the old "Two Plus Two" program.			
5. Other Discussion Items	<p><b>Standard language for General Studies degrees:</b> It was agreed that the General Studies AA degree language will read as follows:</p> <p>Associate in Arts General Studies: <i>Area of Emphasis (without mention of pattern)</i></p> <p>This language has been approved by DTRW, and will be adopted as standard language as soon as possible. Susan Bricker will e-mail samples of each area of emphasis to team members.</p> <p><b>Confidentiality of student records / FERPA:</b> Informal research has shown that many California Community Colleges have the FERPA policies posted on web sites (both college and district web sites), and online FERPA training is provided annually as a certification process. VCCCD may want to consider a similar program. Susan Bricker will provide additional information on FERPA training programs, and will bring samples to DCSL for group review.</p>	<p>Standard language for AA degrees in General Studies will be adopted ASAP.</p> <p>Samples of correct listing of areas of emphasis will be distributed to DCSL.</p> <p>FERPA training models will be presented for review.</p>	ASAP	<p>S Bricker</p> <p>S Bricker</p>
6. New agenda item	Home schooling as part of the admissions criteria	Will be added to next meeting agenda	2/26/09	L-M Glaze

Future meeting dates	February 26, 2009 March 25, 2009 April 23, 2009			
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