Ventura County Community College District

2017-2018 Academic Year
District Technical Review Workgroup – Instructional (DTRW-I)
AP/BP Review Meeting Notes
Thursday, November 30, 2017 - 1:00 p.m. – 4:00 p.m.

Members: Chancellor's Designee: Kim Hoffmans, Chair (VC)
Faculty Co-Chair: Nenagh Brown (MC)
Vice Presidents: Lisa Putnam (Interim OC), Julius Sokenu (MC), Kimberly Hoffmans (VC)
Faculty Chair/Co-Chairs of Curriculum Committees: Shannon Davis (OC), Jerry Mansfield (MC), Michael Bowen (VC)
Articulation Officers: Shannon Davis (OC), Letrisha Mai (MC), Thao Brabander (VC)
Academic Senate Presidents: Diane Eberhardy (OC), Nenagh Brown (MC), Lydia Morales (VC)
Administrative Officer to the Chancellor & Board of Trustees: Patti Blair (DAC)

Guests: Vice Chancellor Rick Post

Absent: Patti Blair

Recorder: Sebastian Szczebiot

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome and Announcements	*K. Hoffmans welcomed everyone and the meeting commenced at 1:05 pm*			
Announcements	*January 18 – Non-Credit Training at 1 pm until 4 pm* *Location: DAC – we will ask for room information*			
Discussion regarding the pros and cons of CurricUNET Meta vs. CourseLeaf	Training to transfer curriculum to Meta took two years at Alan Hancock College. SBCC did not require as long but they have dedicated team. Regarding our capacity in making a digital catalog:	Group moved forward with courseleaf		

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	CurricUNET Meta has the catalog included. It is interesting to note that it looks similar to the new CourseLeaf product, rather than the old curricunet. How about the cost of migration, in addition to the cost of the program.. for example, for faculty training. CourseLeaf migration of courses, specifically, seems to be manageable. Programs are not the worry. Up to two years ago we didn't even have programs in curricUNET. Plus there are more classes than programs. For faculty there is concern that CourseLeaf is clunky and that there is a learning curve. But this might be the case with either of the choices CourseLeaf says they are compatible with default version of banner. What version do we have? Neither is compatible with TrackDat (?)	Invite Dave Fuhrmann back for next meeting		
AP/BP Review: AP/BP 4070: Auditing and Auditing Fees	**Changes to policy are now to go DTRW-S; agenda due tomorrow!** **FINAL RECOMMENDATION**: *Move to DTRW-S*			
AP/BP 4102: Career Technical Education Programs	**Change to legal references.** **Changes added during meeting will need to go to DTRW-S** **FINAL RECOMMENDATION**: *Move to DTRW-S*			

AP/BP 4222: Remedial Coursework	**Definition of "remedial" needs to be updated/expanded.** **Seb will email to AO's.** FINAL RECOMMENDATION: *Define remedial coursework and incorporate AB705.*			
AP/BP 4225: Course Repetition	**Goes to BoardDocs.** FINAL RECOMMENDATION: *send to policy committee*			
AP/BP 4227: Repeatable Courses	**Goes to BoardDocs.** FINAL RECOMMENDATION: *send to policy committee*			
AP/BP 4250: Probation	FINAL RECOMMENDATION: *Move to DTRW-S*			
AP 4225: Disqualification and Dismissal	**The following items have been tabled until the December meeting.** FINAL RECOMMENDATION: *Review tabled until next meeting*			
AP/BP 5010: Admissions and Concurrent Enrollment	FINAL RECOMMENDATION: *Review tabled until next meeting*			
AP/BP 5030: Fees	FINAL RECOMMENDATION: *Review tabled until next meeting*			
AP/BP 5055: Enrollment Priorities	FINAL RECOMMENDATION: *Review tabled until next meeting*			
Adjournment	K. Hoffmans adjourned the meeting at 4:01 pm			
Next Meeting Date:	*December 14, 2017 (Regular DTRW-I Meeting)-DAC Boardroom*			