

VENTURA COLLEGE

DCSL- Minutes

September 24, 2009

Present: Chancellor's Designee: Ramiro Sanchez (VC)
 Co-Chair: Peter Sezzi (VC)
 Jeff Baker (MC), Michael Bowen (VC), Susan Bricker (VC), Robert Cabral (OC), Susan Cabral (OC), Kathy Colborn (MC), Erika Endrijonas (OC), Patricia Ewins (MC), David Farris (VC), Pam Kennedy-Luna (MC), Ed Knudson (MC), Gwendolyn Lewis-Huddleton (OC), Victoria Lugo (VC), Shannon Ordonez (OC), Marie Panec (MC), Maureen Rauchfuss (MC), Angelica Gonzales (VC), Mark Pauley (VC)

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Approval of minutes from 8/27/09	The minutes from August 27, 2009 were reviewed and approved with changes.	Michael Bowen will email the release of information forms he has downloaded from various universities to Linda and send to members for review; A		Michael Bowen
Review of Priority Registration/Request from Chancellor's Cabinet – EVP's	Ramiro mentioned that the EVPS were asked by Chancellor's Cabinet to review the current priority registration system. He distributed AP 5055 Enrollment Priorities and a matrix grid. He thanked Ed and Erika for their input. He mentioned that Ed was able to move forward on some data in some of the areas that were shared at cabinet and basically used as a template for two of the colleges so you can see some data when its brought back again.	The council was asked to take the grid back to their constituents for feedback. Get correct grid.		DTRW Ramiro Sanchez

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Early Alert Letter/Item from VCCCD Banner Studet Group – M. Rauchfuss	<p>Maureen said that they are looking to revise the current early alert letter that is sent out through Matriculation. The current letter is very confusing to students as it currently does not give any options or dates or where students are as far as dropping. The letter also does not include a space for instructor's name. Matriculation is looking at personalizing the letter with campus information and making it more positive. Victoria Lugo supported Maureen with everything she said.</p> <p>A motion was made by Peter Sezzi and approved by the Council to create a Matriculation Task Force to work on this task.</p>		<p>November 2009</p> <p>November 2009</p>	<p>Maureen Rauchfuss</p> <p>Deans of Student Services</p>
New English & Mathematics Graduation Requirements and Catalog Rights – Curriculum Committee Chairs	<p>The wrong Mathematics criteria was submitted in the Board back-up packet. It did not include the CLEP score. Peter asked for this form to be brought forward to Consultation Cabinet and put on the agenda.</p> <p>Nothing is currently happening with the catalog rights. The State Chancellor's office is currently reassessing this. All three campuses have the same verbage for catalog rights.</p>	<p>Shannon will send Linda and the EVPs the correct Mathematics form. Linda will then forward it to Laura Galvan.</p>	<p>December 2009</p>	<p>Ramiro Sanchez</p>
CB 21 Recoding – Status report from each College – E. Endrijonas	<p>It appears that all three colleges are in different states with the CB 21 recoding. The deadline to finalize this is November 30th.</p>		<p>November 2009</p>	<p>EVPs</p>

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>Updates on Administrative Procedures (AP) carried over from last year</p> <p>-AP 4021 Program Discontinuance – M. Panec</p> <p>-AP 4026 Philosophy and Criteria for International Education – R. Sanchez</p> <p>-AP 4100 Graduation Requirements for Degrees and Certificates – R. Sanchez</p>	<p>Marie said that AP 4021 came to DCSL last spring. There was a question about what constituted a program. It was suggested that this AP be taken back to the Academic Senates for discussion and be brought back again to DCSL. Marie Panec suggested that Gwen Lewis-Huddleton take this AP to work with it along with Patricia Ewins and Peter Sezzi.</p> <p>Corrections: Delete comma after “plans” in “State Two-Option B: Preparation for Discontinuance”.</p> <p>Ramiro mentioned that Scot Corbett had agreed to write something up. Ramiro has not been able to contact him.</p> <p>Correction: Second bullet; delete “cultures” and replace the word with “languages”.</p> <p>Corrections: It was suggested by DTRW to change the first part of the last page that talks about additional degrees to read: “Any college will award additional associate degrees under the following conditions:”; make the following changes to sentence #2: delete “an” after “earn”, add an “s” to “degree”, delete “(this excludes the General Studies Associate in Arts degree).” and replace it with “or area of emphasis.”; make the following changes to sentence #3: delete “another” and replace with “other”; add an “s” to “degree”; make the following changes to sentence #6: delete “an” after “earn”; add an “s” to “degree”; make the following changes to the last paragraph: delete “Vice President of Instruction or Vice President of Student Services”.</p>	<p>Ramiro asked Dave to send his suggested rewrite for changes and forward them to Linda.</p>	<p>TBD</p> <p>TBD</p> <p>TBD</p>	<p>Marie Panec, Gwen Lewis-Huddleton, Peter Sezzi</p> <p>Ramiro Sanchez</p> <p>Ramiro Sanchez</p>
<p>Status of CLEP and IB – R. Sanchez</p>	<p>Ramiro is trying to find out status of this.</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Information item on comparable courses for repeatability not for equivalency – AOs & Registrars	This item was tabled for the next meeting			
Next Meeting/Future Agenda Items	<p>All agreed to have the next meeting changed from October 22nd to October 29th at 3 p.m. due to a conflict with another district meeting.</p> <p>Future Agenda Items:</p> <ol style="list-style-type: none"> 1. FERPA Release form 2. Information item on comparable courses for repeatability not for equivalency. (Tabled from last meeting.) 			