

**Ventura County Community College District**  
**Consultation Council Notes**  
**September 30, 2011**  
**8:30 a.m.**

**Present:** Robin Calote, Pam Eddinger, Kim Watters, Barbara Cogert, Steve Hall, Riley Dwyer, Peter Sezzi, Robert Cabral, Karen Bulger, Laura Brower, Clare Geisen, Patricia Parham  
**Chair:** Patricia Parham, Vice Chancellor, Human Resources  
**Recorder:** Patti Blair  
**Absent:** James Meznek, Dan Casey, Connie Owens, Handel Evans, Sue Johnson

<b>Agenda Item</b>	<b>Summary of Discussion</b>	<b>Action (If Required or Information Provided)</b>	<b>Completion Timeline</b>	<b>Assigned to:</b>
Opening of Meeting	Patricia Parham welcomed everyone to the meeting in Dr. Meznek's absence.	N/A	N/A	Patricia Parham
Board Agenda	<p>Consultation Council reviewed the October 11, 2011 Board of Trustees meeting agenda. There were objections to the Board Agenda and will be noted on the Board's public material:</p> <p>Ms. Dwyer and Mr. Sezzi objected to the level of specificity of the objectives and believe them to be overreaching for the Board.</p> <p>Dr. Hall requested a definition "adequate cash flow reserves." Ms. McNeil commented that it is difficult to define that number due to the volatility of the state's budget.</p> <p>Dr. Hall requested Trustee names in the Board meeting assessments. Consultation Council membership commented on the lack of Trustee participation in the assessment. Dr. Hall commented on the Citizens Advisory Body assessment and requested a ranking assessment in the future to better determine objective priority.</p> <p>Dr. Hall requested more information regarding Item 22.01, the establishment of a classified proctor. Dr. Calote and Ms. Parham clarified that this position will proctor make-up exams. Dr. Hall expressed concern that the proctor will take work away from the faculty and could be misinterpreted in the future.</p> <p>Dr. Hall expressed concern with Item 22.05 and the increase in the position with anticipated budget cuts next year. College presidents</p>			

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	provided detail on the position and noted the position serves and will be funded from all three colleges.			
Chancellor's Report	<p>Consultation Council members agreed to table the Participatory Governance item until Dr. Meznec's return.</p> <p>Previous meeting notes from the July 28, 2011 Consultation Council meeting:</p> <p><i>The Participatory Governance Handbook sections defining roles and responsibilities were provided to Consultation Council. Dr. Meznec reminded everyone of their responsibility related to formal communications and that members are responsible to convey meeting outcomes back to constituent groups in a timely manner.</i></p> <p><i>Dr. Meznec requested all members review this document, as well as the entire Handbook, to ensure all practices at the colleges are consistent with the Handbook. He also requested everyone to be prepared to discuss this document at the next Consultation Council meeting on September 30, 2011.</i></p>	Review	10/28/11 Consultation Council	James Meznec/ Consultation Council
Human Resources	Ms. Parham discussed the minimum qualifications audit and the need to review faculty qualifications to match discipline. Work continues as the process is streamlined. The goals are to ensure faculty are qualified to teach subject matter and that faculty are teaching what they were hired to teach.	N/A	N/A	Patricia Parham

Oxnard College Academic Senate	Mr. Cabral reported the Oxnard College Senate is planning its third meeting next week and continues program review. Mr. Cabral invited the Board of Trustees to hold its Board meeting in the Oxnard Performing Arts Center.	N/A	N/A	Robert Cabral
Ventura College Academic Senate	Mr. Sezzi acknowledged Ms. Cogert's work as Classified Senate President, indicated this would be her last meeting and expressed thanks for the dedicated work to classified staff and faculty. Mr. Sezzi commented the Ventura College Academic Senate will meet next week and conduct a second review of program discontinuance and an introduction to common course numbering. The Senate also continues its work on student learning outcomes and course outlines.	N/A	N/A	Peter Sezzi
Moorpark College Classified Senate	Ms. Watters commented on Classified Senate elections and indicated new officers begin November 1, 2011.			Kim Watters
Ventura College Classified Senate	Ms. Cogert commented on Classified Senate elections, the October 5, 2011 fundraiser at California Pizza Kitchen, and suggested pursuing grants as a funding resource. Ms. Parham stated that grants should match the District and colleges' missions and sustain the work after the grant is exhausted.			Barbara Cogert
Oxnard College President	Dr. Duran announced that Oxnard College was awarded a \$1.2 million Hispanic-Serving Institution grant from the U.S. Department of Education.			Richard Duran
AFT	<p>Dr. Hall indicated that the AFT sub-committee has developed an academic calendar to present to Administration, thanked Mr. Sezzi for his work on the Ventura College calendar. In developing the proposed calendar, Dr. Hall commented that the committee considered such points as number of days classes meet, number of Mondays versus number of Wednesdays.</p> <p>Dr. Hall requested clarification about Dr. Meznik's comment during the Citizens Advisory Body meeting that next year there would be 1500-2000 sections cut from the schedule. Dr. Calote indicated the number may be an overstatement, is not verified, and will be clarified.</p> <p>Dr. Hall reminded Ms. Parham of the AFT's request for the seniority list and FSA list. Ms. Parham indicated that Human Resources continues work on the two documents and expects to be completed in the next few weeks.</p> <p>Dr. Hall commented that he is receiving calls from faculty regarding</p>			Steve Hall

	<p>program closures and requested more information on program closure plans and noticing faculty. College presidents indicated 2012 fall schedules will be set by next February and will work with Human Resources to ensure concerns are addressed appropriately. Dr. Hall also requested information about budget implications for faculty moving from one college to another. Dr. Calote clarified that savings would be directly related to hourly salary, materials, and classified staff related to the program.</p> <p>Dr. Hall indicated some people continue to be instructed not to talk to Board members, however, did not provide any other detail.</p>			
<p>Future Meetings</p>	<p>October 28, 2011 December 2, 2011</p>			