

**Ventura County Community College District**  
**Consultation Council Notes**  
**March 2, 2012**  
**8:30 a.m.**

**Present:** Robin Calote, Richard Duran, Pam Eddinger, Sue Johnson, Clare Geisen, Jay Wysard, Robert Cabral, Riley Dwyer, Peter, Sezzi, Karen Bulger, Peder Nielsen, Connie Owens, Maureen Rauchfuss, Laura Brower, Dan Casey, Steve Hall  
**Chair:** James Meznik  
**Recorder:** Patti Blair  
**Absent:** Patricia Parham, Handel Evans

Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Completion Timeline	Assigned to:
Opening of Meeting	Dr. Meznik reviewed the March 13, 2012 Board of Trustees meeting.	N/A	N/A	James Meznik
Board Agenda	<p>The Board of Trustees meeting will be held in Thomas G. Lakin Board Room; meeting will begin at 5:30 p.m., with no closed session scheduled.</p> <p>There was constituent objection on the following items:</p> <ul style="list-style-type: none"> <li>• 14.01 Board Professional Development. Board and CEO Roles: Different Jobs Different Tasks attachment. Heading: Communication, bullet seven in left column, the word "always" and bullet eight in right column, the word "always."</li> <li>• 15.02 Action to Reaffirm Board Policy (BP 5055) Enrollment Priorities</li> <li>• 18.01 Employment and Position Control: College Cafeterias</li> <li>• 24.03 Employment and Position Control: Child Development Center Supervisor</li> </ul> <p>Objections will be noted on the Board agenda; however, item numbers may change.</p>	N/A	N/A	James Meznik
Chancellor's Report	As part of addressing the Accrediting Commission Concern letter, Dr. Meznik discussed the process to rewrite the District's delineation of functions document and revise the <i>Participatory Governance Handbook</i> . Consultation Council will meet twice monthly to review the Board of Trustees agenda and review governance materials.	Update <i>Participatory Governance Handbook</i>	3/9/12	James Meznik

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	<p>Concern was voiced regarding credit unit values and program discontinuance. Unit values and the practice of renaming discontinued courses are inconsistent Districtwide.</p>	<p>Course Units will be agendized during the next Administrative Council for discussion.</p>	<p>3/5/12</p>	<p>James Meznec</p>
<p>Participatory Governance Handbook</p>	<p>Consultation Council reviewed the <i>Participatory Governance Handbook</i> and recommended changes to participatory governance groups, including charges and membership.</p> <p>As an outcome of discussion related to governance groups, Dr. Meznec established a new participatory governance committee, District Council on Accreditation and Planning (DCAP). The council's charge is:</p> <p style="text-align: center;"><i>To develop, monitor, and evaluate Districtwide planning and accreditation cycle activities.</i></p> <p>DCAP membership will consist of:</p> <p>College Presidents  Vice Chancellor, Business and Administrative Services  Vice Chancellor, Academic Affairs  Academic Senate Presidents  Student Trustee</p> <p>In absence of a Vice Chancellor, Academic Affairs, Dr. Meznec appointed Dr. Calote, Ventura College President to serve as the council's chair. DCAP will meet to further develop its charge, membership, and report progress by the end of this academic year.</p>	<p>Discussion will continue regarding revisions to the handbook.</p>	<p>3/9/12</p>	<p>James Meznec</p>
<p>Constituent Reports</p>	<p>Due to time constraints, there were no constituent reports.</p>	<p>N/A</p>	<p>N/A</p>	
<p>Future Meetings</p>	<p><b>Future Meetings</b>  March 9 <i>Governance Review</i>  March 30 <i>Agenda Review</i>  April 6 <i>Governance Review</i></p>			

Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Completion Timeline	Assigned to:
	April 27 Agenda Review May 4 <i>Governance Review</i> June 8 Agenda Review June 15 Agenda Review June 22 <i>Governance Review</i> June 29 Agenda Review July 13 <i>Governance Review</i> August 3 Agenda Review August 31 Agenda Review September 28 Agenda Review November 2 Agenda Review November 30 Agenda Review			