

## Ventura County Community College District

### Minutes of the District Council on Student Learning (DCSL) Committee

August 27, 2009

3:00 p.m. – 4:30 p.m.

**Present:** Jeff Baker (MC), Michael Bowen (VC), Susan Bricker (VC), Robert Cabral (OC), Barbara Cogert (VC), Kathy Colborn (MC), Erika Endrijonas (OC), Kea Kanamu (VC Student Rep), Ed Knudson (MC), Gwendolyn Lewis-Huddleton (OC), Victoria Lugo (VC), Maureen Rauchfuss (MC), Ramiro Sanchez (VC), Peter Sezzi (VC), Marie Panec (MC), Shannon Ordonez (OC), David Farris (VC), Pam Kennedy-Luna (MC)

**Absent:** Susan Cabral (OC), Patricia Ewins (MC)

**Recorder:** Linda Resendiz

**Minutes:**

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Introduction of committee members and selection of council co-chair	<p>Ramiro Sanchez welcomed everyone to the first meeting of the academic year, and the members introduced themselves.</p> <p>The charge of DCSL was discussed, as well as the flow of information from this committee back to the campuses and to the Board of Trustees.</p> <p>A correction was noted on the agenda. 4.a.1. AP 4025 should be AP 4026.</p>			
Approval of Minutes from 4/23/09		<p>The minutes were approved as distributed.</p> <p>Marie Panec will follow-up on item #2.</p>		

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Organizational Planning for 2009-2010 (future agenda items)	Ramiro Sanchez asked the group if there were any items regarding student learning that have come up at their respective campuses. Susan Bricker mentioned that the administrative procedures regarding course repetition are not complete yet. She recommended that a draft be completed before next year's audit visit.			
Carry over items				
a. Instructional procedures (not approved at 4/23/09 meeting)				
1. AP 4021 Program Discontinuance		Marie Panec will add language to define the term "program."	ASAP	Marie Panec
2. AP 4025 Philosophy and Criteria for Associate Degree and General Education	AP should be AP 4026. A draft procedure needs to be formulated to provide actual procedural steps for this item.	Previously assigned to Scott Corbett. He is no longer with the committee		
3. AP 4100 Graduation Requirements for Degrees and Certificates	Further review needs to be done per 4/23/09 meeting minutes. (Second Reading)			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
b. Charge for Duplicate Diplomas	This was not resolved.			
c. FERPA Training	Per the registrars, each college does its own training. Recent changes in FERPA law may require all faculty and staff to be trained.			
Next Meeting	<p>The next meeting will be held Thursday, September 24<sup>th</sup> from 3:00 – 4:30 pm in the DAC multipurpose room.</p> <p>Topics for discussion will include:</p> <ol style="list-style-type: none"> <li>1.</li> </ol>			