

VENTURA COLLEGE

DTRW Meeting Minutes

**DAC Multi-Purpose Room
September 24, 2009 – 1:00 p.m.**

Present: Chancellor's Designee: Ramiro Sanchez (VC)
Co-Chair & Faculty Co-Chair: Jeanette Redding (OC)
Executive Vice Presidents: Ed Knudson (MC), Erika Endrijonas (OC)
Faculty Co-Chairs of Curriculum Committees: Marie Panec (MC), Peter Sezzi (VC)
Articulation Officers: Letrisha Mai (MC), Shannon Ordonez (OC), Jeff Ferguson (VC)
Academic Senate Appointees: Margaret Tennant (MC), Robert Cabral (OC), Paulette Johnson (VC)

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome and Review of Agenda	Ramiro welcomed everyone to today's meeting. He introduced Mark Pauley who will be filling in for Paulette Johnson. Paulette is filling in for Jeff Ferguson who is on medical leave. Today's agenda was reviewed.			
Approval of 8/27/09 Minutes	The minutes from the 8/27/09 meeting were approved with minor changes.	Minutes will be emailed to Jeanette Redding for review.		

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Curriculum Review: Moorpark and Ventura Colleges – New Courses and Revised Courses and Programs	<p>Curriculum from MC & VC; Ventura reviewed the new courses submitted.</p> <p>Moorpark mentioned to the group that the PE Department is in process of changing from PE to Kinesiology. As a result of the name change, all courses are being updated. They will also be addressing the repeatability issue. The group reviewed each course presented and were asked if they had any questions. All courses will need to be resubmitted for UC approval. A question arose if there were additional courses for M13D (eg., ABC). It was mentioned that if a campus has a plan, they do not need to submit courses in sequence. Colleges now have that flexibility and sequencing does not necessarily need to be there. It was mentioned that MC's numbering system is not okay. Group wants to see all courses together.</p>	Ramiro suggested that EVPs work with registrars to look at the new Title 5 repeatability and report back to the group at the next meeting.		
Discussion on comparable courses for repeatability not for equivalency – AO's and Registrars	<p>Ramiro mentioned that due to Title 5 changes last spring, registrars said that they did not have a mechanism in place to check comparable courses at other campuses. Registrars asked for the assistance of the AOs to develop a list from all three campuses of comparable courses. Registrars then asked EVPs to send this list to their respective faculty for review and comment. The next phase was to take this list and populate Banner with those comparable courses. Paulette asked for the AOs to revisit this list so the list can be narrowed to courses that are equivalent in units and how they are used for GE and majors.</p>	Susan Bricker will report back on how many campuses don't have a good numbering system.		
CB 21 Recoding – Status report from each college	<p>At this year's Curriculum Institute, Peter, Jeff and Ramiro attended a workshop regarding CB 21 recoding. According to the state, there is a better way to code ESL courses. Ramiro gave an example of a matrix on each discipline. The deadline to complete the recoding is November 30th.</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>Updates:</p> <p>-Enforcement of Prerequisites – Colleges</p> <p>-Guidelines for Awarding Additional Degrees</p> <p>Governance Manual – J. Ferguson</p>	<p>Ramiro took this issue back to department chairs and Administrative Council. He had Connie Baker run a list of courses offered in 2009 that have prerequisites to see which ones are being enforced. Oxnard College is having conversations with deans and are trying to come up with a system of checking prerequisites and evaluating who is sitting in the class that has met or have not met their prerequisites. It was suggested to encourage students who are in class not to be there if they have not met their prerequisites for the class. It was mentioned that Title 5 allows for a student to be dropped from a class if he/she has not met their prerequisite.</p> <p>Ramiro will check with Patti Blair from the Chancellor's Office to see what the current AP 4100 is.</p> <p>There was a motion and approved by the group to change the board policy to limit the conditions on the number of degrees.</p> <p>There was a second motion and approved by the group to follow Title 5 guidelines on the awarding of additional degrees.</p> <p>DTRW will notify DCSL that they are supportive of changes;</p> <p>Changes will be sent to Claire. Ramiro will check with the group first before he sends it. The only change right now is changing the academic year.</p>	<p>Will find out status of AP to see if it's on the books.</p>		<p>R. Sanchez</p>
<p>Upcoming meeting notes:</p>	<p>1. Proficiency Awards</p> <p>2. Total GE units.</p>			
<p>Next Meeting</p>	<p>All agreed to have the next meeting changed from October 22nd to October 29th at 1:30 p.m. due to a conflict with another district meeting.</p>			