

Board of Trustees Ventura County Community College District

Robert O. Huber
Chair

Stephen P. Blum
Vice Chair

Cheryl Heitmann
Trustee

Arturo D. Hernández
Trustee

Larry O. Miller
Trustee

Nick Turner
Student Trustee

James M. Meznik
Chancellor/Secretary to the Board



POLICY COMMITTEE MEETING MEETING NOTES FOR THE MEETING OF THURSDAY, MAY 14, 2009

To Convene at 3:30 p.m.

**Ventura County Community College District Office, Conference Room 127
255 W. Stanley Avenue, Suite 150
Ventura, CA 93001**

Roll Call

Board Members Present:

Stephen P. Blum, Committee Chair
Larry O. Miller, Trustee

Management Present:

James M. Meznik, Chancellor

Staff Present:

Lynn-Marie Glaze, Recorder

CALL TO ORDER

Chair Steve Blum called the meeting to order at 3:39 pm.

AGENDA ITEMS:

- **Review of Board Policies**

The following Board Policies were presented for review by the Policy Committee:

BP 2433: CEO Comportment

This policy ties to Accreditation Standard IV, dealing with civility issues.

Approved as written.

BP 2434: Chancellor's Relationship with the Board

Approved as written.

BP 2720: Board Member Communication

Approved as written.

BP 4022: Course Approval

In future iterations, Trustee Miller would like to see identification of upper level courses.

Approved as written.

BP 4101: Independent Study

The corresponding Administrative Procedure was approved at the 5/12/09 Board meeting.

Approved as written.

BP 4240: Academic Renewal

Approved as written.

- **Review of Administrative Procedures**

Administrative Procedures proposed for review by the Board of Trustees were discussed and reviewed against existing Board Policy.

AP 2717: Personal Use of Public Resources

Approved as written.

AP 2720: Board Member Communication

Trustee Blum suggested including in the last paragraph, "reasonable requests for information from an individual Trustee will be shared with the full Board."

Approved with specified language.

AP 4010: Academic Calendar

The wording of this procedure is consistent with contract language. Trustees asked about adding additional holidays, and whether that would require approval. The current language does allow for additional holidays without further review.

Approved as written.

AP 4232: Pass/No Pass

Some pass/no pass courses can still be used for graduation credit.

Approved as written.

AP 4240: Academic Renewal

This student-related procedure is handled at the department level, in conjunction with the appropriate department dean.

Approved as written.

AP 5700: Athletics

Trustee Blum inquired about the section addressing eligibility requirements and the specification of “non-coaching staff or faculty member” to oversee the completion of eligibility paperwork.

Chancellor Meznek clarified that the colleges will need to have a faculty member who is trained in the paperwork requirements present.

Consensus: The paragraph will be written to read “Admissions & Records staff member(s) will attend the first team meeting...”

Approved with the suggested changes.

ADJOURNMENT

The meeting was adjourned at 4:07 pm

Pursuant to the federal Americans with Disabilities Act, if you need any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of Chancellor James Meznek, Ph.D., VCCCD, 255 W. Stanley Avenue, Suite 150, Ventura, CA.