

Ventura County Community College District

2012-2013 Academic Year  
 District Council on Academic Affairs - DCAA  
 Meeting Notes

September 27, 2012 - 2:00 p.m. – Ventura College MCW312  
 MEETING NOTES APPROVED AT 10.25.12 DCAA MEETING

**Members:** Chancellor’s Designee: Jane Harmon (MC)  
 Faculty Co-Chair: Peter Sezzi (VC)  
 Executive Vice Presidents: Erika Endrijonas (OC), Jane Harmon (MC), Ramiro Sanchez (VC)  
 Vice President, Business Services Designee: David Keebler (VC)  
 Academic Senate Presidents: Linda Kamaila (OC), Riley Dwyer (MC), Peter Sezzi (VC)  
 College Faculty Designees: Teresa Bonham (OC), Nenagh Brown (MC), Angelica Gonzales (VC)  
 Additional Faculty Designees: Jim Merrill (OC), Mary Rees (MC), Gloria Arevalo (VC)  
 Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)  
 Student Government Representatives: Juan Smith (OC), Hamza Shah and Lanny Hernandez (MC), Daniel Chavez (VC)  
 Clare Geisen (DAC), Policy/Procedure, Chancellor’s Liaison

**Absent:** David Keebler, Clare Geisen

**Recorder:** Laurie Nelson-Nusser

**Notes:**

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Introduction and Welcome to DCAA</b>	Dr. Harmon welcomed all committee members to the meeting and introductions were made.			
<b>NEW BUSINESS</b>				
<b>DCAA Calendar</b>	Dr. Harmon reviewed the calendar with the group. There were no questions or comments.			
<b>DCAA Membership</b>	Dr. Harmon reviewed the DCAA committee charge.  Peter Sezzi was nominated as DCAA Co-Chair by Ms. Dwyer and the motion was			

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	seconded by Ms. Arevalo. All in favor; no abstentions.			
<b>BP/AP 5010 Admissions and Concurrent Enrollment (from DTRW-SS – need Academic Senate feedback – Peter Sezzi)</b>	<p>Dr. Harmon indicated Chapter 4 and 5 Board policies and administrative procedures require review prior to March 2013.</p> <p>Dr. Endrijonas reviewed the history of BP/AP 5010 and asked for Academic Senate feedback. The Ventura College Academic Senate stated they did not review this item during the summer, however, their next meeting is scheduled for Thursday, October 4, and will be reviewed at that time. The other Senates indicated a similar timeline in their approach to addressing this BP/AP. This item will be tabled until the next DCAA meeting on October 25. Dr. Endrijonas will check with the registrars for changes on AB 540, the California Dream Act. If there are changes in the Dream Act, Dr. Harmon will ensure the Academic Senates receive those changes. It was noted the Board policy and administrative procedure should have the same titles. The title changes will be reflected in the new draft.</p>	<p>Check with the registrars for changes on AB 540.</p> <p>Ensure the Academic Senates receive the changes to AB 540 California Dream Act, so they can be incorporated into BP/AP 5010.</p> <p>Add to next DCAA meeting agenda</p>	<p>Before next meeting</p> <p>Before next meeting</p> <p>Before next meeting</p>	<p>Erika Endrijonas</p> <p>Jane Harmon</p> <p>Laurie Nusser</p>
<b>Pre-requisites/Co-requisites New Title 5 Regulations AP 4025 and AP 4260 (Peter Sezzi/Erika Endrijonas)</b>	<p>The current VCCCD policy/procedure requires statistical validation for the creation of pre- and co-requisites. The law has changed and now content review may be used in part or in total as a mechanism for the validation of pre- and co-requisites. The previous version to update VCCCD AP 4025 reflected the statewide academic senate and state chancellor's office recommendation. The current VCCCD procedure was approved by the Board on June 19, 2012.</p> <p>Ms. Rees and Dr. Endrijonas will send new</p>	<p>Review and bring back recommendations to incorporate Title 5 changes to AP 4025 and AP 4260</p> <p>Send new versions</p>	<p>March 2013</p>	<p>Riley Dwyer, Linda Kama'ila, Peter Sezzi</p> <p>Mary Rees,</p>

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	versions of the administrative procedures to the three Senate Presidents for their Senates to review. This item will come back to this committee after each Senate has reviewed the updated administrative procedures. Academic Senates will bring revised versions back to DCAA for recommendations to incorporate Title 5 changes to the procedures.	of APs to Academic Senate Presidents		Erika Endrijonas
<b>General Education Patterns – AP 4025 (Peter Sezzi/Erika Endrijonas) from DTRW-I</b>	<p>The Board approved BP/AP 4025 at the June 19, 2012 Board meeting, but they were surprised there was no mention of any discussion occurring regarding the general education patterns. The Board requested the participatory governance committees to review this administrative procedure further for general education issues. Review against the current TMC. The issue for the Academic Senates is to review whether VCCCD should leave the local degrees (non-SB 1440 transfer degrees) patterns to remain as they are or change them. There was discussion of whether PE should be in the general education pattern. This item will be brought back to DCAA.</p> <p>Dr. Harmon briefly reviewed the Board Goals and Objectives and the Annual Implementation Plan 2012-2013 as distributed by Dr. Moore. Board Goal 1A will be agendized for the next DCAA meeting per request of Dr. Harmon.</p> <p>Dr. Harmon inquired whether DCAA should put together a Districtwide task force subcommittee for general education patterns. The meaning of commonality as defined in the Board's implementation plan by the Board was</p>	<p>Discuss at campuses through Senates and Curriculum Committees and bring back input to DCAA</p> <p>Agendize Board Goal 1.A for October 25 DCAA meeting</p>	<p>March 2013</p> <p>October 25</p>	<p>Riley Dwyer, Linda Kama'ila, Peter Sezzi</p> <p>Laurie Nusser</p>

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	<p>discussed.</p> <p>Discussion ensued on what exactly the Board is looking for in their goals and objectives with regard to General Education requirements.</p> <p>Mary Rees will spearhead coordinating the Districtwide task force subcommittee for general education patterns and contact each Curriculum Committee's Philosophy &amp; General Education subcommittees to get momentum on this topic, drafting the subcommittee's charge, and bring recommendations back to DCAA.</p> <p>Discussion ensued regarding the governance committees, 10+1 issues, the charge of the DCAA Committee, or if there should be general education subcommittees to discuss changes to local curriculum.</p>	<p>Contact Curriculum Committees' Philosophy &amp; General Education subcommittee</p>	<p>October 25</p>	<p>Mary Rees</p>
<p><b>Enrollment Priorities AP 5055 – from DCSL (Peter Sezzi)</b></p>	<p>Mr. Sezzi provided a review of the history of AP 5055 and indicated a study session was conducted at the last Board meeting on the efficacy of this recently revised administrative procedure. Mr. Sezzi also indicated at that Board study session it was noted that the Student Success Task Force came up with different numbers for priority enrollment units.</p> <p>Dr. Endrijonas indicated further changes to the administrative procedure are required as legislature just approved new enrollment priorities. Items that still require discussion: Revisiting the 76 unit number, veteran priorities, good standing status, EOPS and CalWORKS students, and student athletes. AP 5055 must parallel the other administrative</p>	<p>Send this AP back to DTRW-SS to address these specific enrollment priority issues:</p> <ul style="list-style-type: none"> <li>• Revisiting the 76 unit number</li> <li>• Veteran priorities</li> <li>• Good standing status</li> <li>• EOPS and CalWORKS students</li> <li>• Student athletes</li> </ul>	<p>November 8, 2012</p>	<p>Laurie Nusser</p>

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	<p>procedure for probationary status students regarding good standing, There must be notification to students in 2013 for 2014 student enrollment.</p> <p>Dr. Harmon requested this item to go back to DTRW-SS for further review and then back to DCAA for final review.</p>			
<p><b>Status of “Family Planning” – new Title 5 language – AP 4255 (no Board policy exists, must be written) Peter Sezzi</b></p>	<p>Mr. Sezzi provided explanation of the definition of “family planning” and inquired about the status of these courses at the other sister colleges; i.e., Tennis 1, 2, 3, 4.</p> <p>Ms. Rees provided status for Moorpark College regarding their grouped courses, including music and theater. Ms. Bonham reviewed the progress at Oxnard College, which included repeatability issues for courses identified as repeatable. Art is one family of courses the Oxnard College Curriculum Committee will review. Ms. Arevalo provided an overview of the progress at Ventura College, including development of an instruction sheet and verification form for review by the Curriculum Committee from faculty. The faculty proposal will go to the Curriculum Committee and is moving forward very quickly. Mr. Sezzi indicated that the colleges should be in collaboration to ensure there is no disparity between the three colleges in course families.</p> <p>DTRW-I: Agendize course families between the colleges and what are considered as family courses.</p>	<p>Request DTRW-I to coordinate the discussion of family units at MC, OC, and VC</p>	<p>November 8, 2012</p>	<p>Jane Harmon / Erika Endrijonas</p>

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	BP 4255 – Ms. Nusser will send the CCLC policy version to Dr. Harmon in order to prepare a draft of the Board policy and send it out to the DCAA committee before the next meeting for review by DCAA.	Review CCLC policy version, draft new Board policy for review by DCAA	October 25	Jane Harmon
<b>Art/Art History (Riley Dwyer)</b>	<p>Ms. Dwyer indicated these courses should be reviewed by all colleges and currently is under review by DCHR for operational purposes. Ms. Dwyer would like to have a Districtwide discussion regarding whether colleges will be offering Art History under the Art discipline. Dr. Endrijonas indicated they have art/art history at Oxnard College and recently hired an art historian.</p> <p>It was recommended if each college wants to separate (in their respective catalogs) Art from Art History courses that we use a common course designator, such as “ARTH,” to ensure the catalogs are user friendly for students “shopping” for classes between VCCCD colleges.</p> <p>The Curriculum Chairs will go back and have discussion with faculty and come back with recommendations to DTRW-I in October or November.</p>	The Curriculum Co-chairs will go back and have discussion with faculty and come back with recommendations to DTRW-I.	November 2012	Jane Harmon, Erika Endrijonas, Ramiro Sanchez, Mary Rees, Teresa Bonham, Mark Pauley
<b>Next Meeting Date:</b>	October 25, 2012 – 2 pm			