

Ventura County Community College District

District Council on Student Learning (DCSL) Meeting Notes

January 12, 2012 – DAC Lakin Board Room

3:00 p.m. – 4:30 p.m.

MEETING NOTES APPROVED AT 3.08.12 DCSL MEETING

Present: Chancellor’s Designee: Dr. Gaither Loewenstein
 Co-Chair: Ms. Dwyer (MC)
 Gloria Arevalo (VC), Lori Bennett (MC), Daniel Chavez (ASVC), Shannon Davis (OC), Riley Dwyer (MC), Erika Endrijonas (OC), Karen Engelsen (OC), Patricia Ewins (MC), Clare Geisen (DAC), Angelica Gonzales (VC), Linda Kamaila (OC – designee for Robert Cabral), Pam Kennedy-Luna (MC), Linda Loiselle (MC), Victoria Lugo (VC), Maureen Rauchfuss (MC), Mary Rees (MC), Ramiro Sanchez (VC), Peter Sezzi (VC), Mark Pauley (VC)

Absent: Susan Bricker (VC), Kathy Colborn (MC), Joel Diaz (OC),

Recorder: Laurie Nelson-Nusser

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome and Approval of November 10, 2011 Meeting Notes	<p>Dr. Loewenstein welcomed everyone to DCSL. The meeting commenced at 3 pm.</p> <p>The meeting notes were approved with a minor correction.</p>			
OLD BUSINESS				
Early Registration – AP 5055 (Clare Geisen)	<p><u>Early Registration for Student Athletes:</u> Cabinet denied the early registration based on its previous decision in light of current enrollment circumstances and early registration is not justified, which was provided via an email sent to Ms. Geisen.</p> <p>DCSL was in disagreement with Cabinet’s decision as they require more of a rationale for student</p>	Obtain supporting	Next DCSL meeting –	Pat Ewins (MC)

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>Reducing Registration Limits</p>	<p>athlete early registration. DCSL will pursue supporting documentation. Dr. Loewenstein suggested three representatives to obtain this information. The three designees are: Pat Ewins/Moorpark, Karen Engelsen/Oxnard, and Peter Sezzi/Ventura. The representatives will return with their information to the next meeting before presenting the supporting documentation to Cabinet.</p>	<p>documentation</p>	<p>2.09.12</p>	<p>Karen Engelsen (OC) Peter Sezzi (VC)</p>
	<p>Revisions to AP 5055 were made at December 12, 2011 Cabinet Meeting and the revised administrative procedure was reviewed by DCSL. Discussion ensued regarding the Cabinet revisions. Ms. Ewins will make the requested DCSL changes to AP 5055 (item #8) and send to Ms. Geisen and Ms. Nusser. AP 5055 will return to Cabinet on January 23, 2012 with these revisions.</p>	<p>Make revisions to AP 5055</p>	<p>Next DCSL meeting – 2.09.12</p>	<p>Pat Ewins</p>
	<p><u>Reducing Registration Limits:</u> Dr. Lowenstein presented data as requested in the December meeting for the following parameters:</p> <ul style="list-style-type: none"> • Retention rate beginning of term to refund date for students enrolled in more than 18 units. • Success course completion rate • Comparison with overall college/district retention/completion rates <p>After reviewing the data, the registration limits will remain the same as indicated below.</p> <p>Full-time students in good standing can currently register for :</p> <ul style="list-style-type: none"> • 19.5 units – no approval required • 20 – 21.5 units counselor approval required 			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>New Title 5 Repetition and Withdrawal Regulations (Registrars):</p> <ul style="list-style-type: none"> • AP 4255 Course Repetition • AP 4227 Course Repetition Absent Substandard Academic Work • AP 4230 – Grading and Academic Records Symbols <p>Changing the Current Deadline for Dropping Without a “W” (Susan Bricker)</p>	<ul style="list-style-type: none"> • 22 or more – dean’s approval required <p>This agenda item was tabled until the February 9th meeting due to absence of all Registrars. There was a very heavy registration day on the date of this meeting.</p> <p><u>Changing the Current Deadline for Dropping Without a “W”:</u></p> <p>This agenda item was tabled until the February 9th meeting due to absence of all Registrars. There was a very heavy registration day on the date of this meeting.</p>			
<p>New Business for January</p>	<ul style="list-style-type: none"> • <u>Academic Renewal</u> <p>Ms. Gonzales suggested DCSL review the current VCCCD policy/procedure for academic renewal. Ms. Gonzales provided Title 5 Section 55046, VCCCD BP 4240/AP 4240, as well as examples from other local colleges for academic regulations and academic renewal petition forms. Discussion ensued regarding whether the VCCCD policy and administrative procedure accommodates academic renewal options and eligibility as handled by other colleges. Specific inadequacy concerns are that the</p>	<p>Return to colleges for review of BP/AP 4240 and bring back comments</p>	<p>Next DCSL meeting – 2.09.12</p>	<p>All DCSL members</p>

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>policy/procedure is too restrictive. This issue will be taken back to the colleges for review and returned to the next DCSL meeting.</p> <ul style="list-style-type: none"> • <u>AP 5010 Admissions and Concurrent Enrollment</u> Ms. Geisen researched whether DCSL’s draft of AP 5010 from 2009 ever made its way to the Board and confirmed it hasn’t been through the approval process. Ms. Geisen stated there is a recent CCLC update to this administrative procedure and the update, which should be incorporated into our revised procedure. The 2009 draft will be sent to the registrars by Ms. Geisen for review and the revised draft will be brought to the February DCSL meeting. • <u>AP 4232 Pass/No Pass:</u> Dr. Endrijonas requested that DCSL review the colleges’ catalog language regarding Pass/No Pass options. Dr. Endrijonas provided handouts of the current VCCCD AP 4232 procedure and the Moorpark, Oxnard, Ventura College catalog pages regarding this issue, which are not consistent between the colleges. Discussion ensued regarding clarifying the language. Dr. Endrijonas will make revisions to AP 4232 and present at the February meeting. 	<p>Send AP 5010 draft to registrars and registrars will return with comments to the next meeting</p> <p>Make revisions to AP 4232</p>	<p>Next DCSL meeting – 2.09.12</p> <p>Next DCSL meeting – 2.09.12</p>	<p>Clare Geisen and registrars</p> <p>Erika Endrijonas</p>
Early Alert	Dr. Engelsen discussed the early alert feature and encouraged DCSL to go back to their colleges and request their faculty to utilize this feature. Early alert will be available in the VCCCD Portal.	Advocate early alert to faculty members	Ongoing	All DCSL members
Student Success Task Force	Ms. Lugo asked if DCSL was aware of the new California Community Colleges Student Success	Review SSTF report	By next DCSL	All DCSL members

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	Task Force (SSTF) report just published by the Board of Governors on 1/9/12. It has serious implications for student learning and she suggested everyone review the report.		meeting – 2.09.12	
NEXT MEETING	Thursday, February 9, 2012 – 3:00 p.m.			