**Ventura County Community College District**

**2012-2013 Academic Year**

District Technical Review Workgroup – Instructional (DTRW-I)

**Meeting Notes**

January 23, 2014 - 1:00 p.m. – 3:00 p.m.

MEETING NOTES APPROVED AT 2.27.14 DTRW-I MEETING

**Members:**

- Chancellor’s Designee: Erika Endrijonas, Chair, (OC)
- Faculty Co-Chair: Mary Rees, Co-chair (MC)
- Executive Vice Presidents: Erika Endrijonas (OC), Lori Bennett (MC), Patrick Jefferson (VC)
- Faculty Co-Chairs of Curriculum Committees: Shannon Davis (OC), Jerry Mansfield (MC), Peter Sezzi (VC)
- Additional Faculty Member: Graciela Casillas-Tortorelli (OC)
- Articulation Officers: Shannon Davis (OC), Letrisha Mai (MC), Gloria Arevalo (VC)
- Academic Senate Presidents: Linda Kama’ila (OC), Mary Rees (MC), Peter Sezzi attending on behalf of Art Sandford (VC)
- Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

**Absent:**

- Graciela Casillas-Tortorelli

**Recorder:**

- Laurie Nelson-Nusser

**Notes:**

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<td>Approval of December 5, 2013 Meeting Minutes</td>
<td>Dr. Endrijonas welcomed everyone to DTRW-I and the meeting commenced at 1:07 pm. The December 5, 2013 meeting notes were approved as presented. Dr. Endrijonas provided an update regarding proficiency awards and indicated a presentation was made for the Board members at the January 21, 2014 Board meeting.</td>
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**CURRICULUM SUBMISSIONS**

**New Degrees/Courses/Revised Courses**

**Curriculum Submissions:**

- MOORPARK COLLEGE
  - New Degrees
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| Moorpark/Oxnard/Ventura Submissions | Associate in Arts in English for Transfer  
Associate in Science in Physics for Transfer  
**Recommendation:** These new degrees will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval. |  |  |  |
| **New Courses** | CHEM M01AH, Honors: General Chemistry I  
CJ M01H, Honors: Introduction to Criminal Justice  
CJ M09, Bujinkan - Practical Self Defense  
CNSE M67, VMware vSphere Fundamentals  
FTVM M90B, Film/Television Portfolio II  
JOUR M10D, Student News Media Staff Editing II  
**Recommendation:** These new courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval with possible minor changes to the course descriptions of CJ MO9, Bujinkan – Practical Self Defense, FTVM M90B Film/Television Portfolio II, and JOURN M10D Student News Media Staff Editing II. |  |  |  |
| **Revised Courses** | ENGL M01B, Literature: Critical Thinking and Composition  
ENGL M01BH, Honors Literature: Critical Thinking and Composition  
**Recommendation:** These revised courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval. |  |  |  |
| OXNARD COLLEGE Deleted Programs | AS in Engineering Technology  
Certificate of Achievement in Engineering Technology  
**Recommendation:** These deleted programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval. |  |  |  |
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| VENTURA COLLEGE  
New Degrees/Programs  
Associate in Arts Degree/Certificate of Achievement in Architectural Design  
Associate in Arts Degree for Transfer in English  
**Recommendation:** The new degrees and programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently the Board for full approval with corrections to the units under List C for foreign languages (French, German, Italian, and Japanese). The total for major units remains unchanged.  
New Course  
ENGL V01C, Intro to Literature: Critical Thinking and Argumentative Writing  
**Recommendation:** This new course will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently the Board for full approval. |                      |                     |                    |
| OLD BUSINESS |                                                                                                                                                                                                                                                                                                                                                     |                      |                     |              |
| BP/AP 4022 Course Approval (no AP 4022 in BoardDocs)  
BP/AP 4020 | The AO’s and EVP’s return with suggested revisions for 4020 and 4022 to the February 27, 2014 DTRW-I meeting to allow more time for review and revisions.  
In October, this item was tabled to the December 5 DTRW-I meeting to allow more time for review and revisions. |                      |                     |              |
| AP 4050 Articulation/AP 4100 Graduation Requirements for Degrees and Certificates/AP 4225 Course Repetition/AP 4227 Course Repetition Absent Substandard Academic Work | AP 4050 Articulation and AP 4100 Graduation Requirements for Degrees and Certificates are currently on hold awaiting State information.  
In December, the Registrars provided updated versions of AP 4225 Course Repetition and AP 4227 Course Repetition Absent Substandard Academic Work, which was reviewed in December by DTRW-I, and the Academic Senates requested further review. Ms. Nusser sent those |                      |                     |              |
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<td>(Articulation Officers)</td>
<td>versions on January 14 to the Academic Senate Presidents; however, updated versions were hand carried into the 1.23.14 DTRW-SS meeting by the Registrars and further updates were sent after the meeting on 1.24.14. Ms. Nusser will send the latest updated versions to the Academic Senate Presidents (sent 1.31.14).</td>
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<td>Other Business</td>
<td>There was discussion regarding ADT degrees and getting approval from the State Chancellor’s Office. Ms. Rees thanked the Articulation Officers for their work on the comparable course list.</td>
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<td>Next Meeting Date:</td>
<td>February 27, 2014 – 1 pm, DAC Lakin Boardroom</td>
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