

Ventura County Community College District
District Council on Human Resources (DCHR) Committee
October 29, 2009
11:00 a.m. – 1:00 p.m.

Present: Erika Endrijonas, Susan Bricker, Robert Cabral, Valerie Lee, Ed Knudson, Patricia Parham, Ramiro Sanchez, Peter Sezzi, Andrea Adlman, Jay Wysard

Absent: Michael Arnoldus, Jeff Baker

Recorder: Laura Brower

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Open discussion	<p>Ramiro Sanchez brought up discussion of non-instruction hours – assigned hours, not library, not counselor. Patricia Parham inquired what is the nature of the work. Ramiro Sanchez advised working with the colleges on new curriculum, outreach. Patricia Parham advised to check and see if it is truly faculty work. Ramiro Sanchez claims it is faculty work and counted toward load since we have to do a CHA. Patricia Parham stated if it is coded as "other" does not count as load.</p> <p>Peter Sezzi wanted to confirm that if a faculty member does not work for 8 semesters, they are removed from the longevity list and lose all longevity. Patricia Parham confirmed and referred to page 25 of the Collective Bargaining Agreement, section 5.4b1(f).</p> <p>Peter Sezzi inquired on the status of an Academic Senate member taking leave to attend State senate membership meetings. It was discussed that each situation would be looked on as a case-by-case basis depending on the time being requested and the benefit to the college. The individual would first approach his/her dean to explain the request.</p>	<p>Not applicable.</p> <p>Not applicable.</p> <p>Not applicable.</p>		

Approval of Minutes	Approval of minutes of September 24, 2009.	Approval of September 24, 2009, minutes moved by Robert Cabral, seconded by Erika Endrijonas, approved by all.		
AP 7211 Minimum Qualifications and Equivalencies	All three Academic Senate Presidents brought back minor changes to this procedure. The changes were incorporated and approved by the DCHR group.	Patricia Parham to bring AP 7211 forward to the Policy Review Committee on November 12, 2009.	November 12, 2009	Patricia Parham
BP 7205 Employee Code of Ethics	Peter Sezzi, Academic Senate President, VC, advised Ventura College does not agree to this policy as presented. VC Academic Senate suggested Current Code of Ethics used by the American Association of University Professors. Patricia Parham said this would not apply to all employees so could not be recommended. Jeff Baker, Academic Senate President for Moorpark College, brought some minor changes and concerns and Robert Cabral, Academic Senate President for Oxnard College, also agreed with Ventura that Oxnard College did not accept the policy as written.	It was suggested a subcommittee be formed to look at the policy and re-write it with representation from all groups. Timeline: (Prepare for DCHR in January, Rules Committee in February, Board in March). Look up Code of Ethics from other community college districts such as San Diego, Los Rios and Kern to compare.	Will report back at next DCHR meeting. For next DCHR meeting.	All Group Representatives Laura Brower
Governance Committee Self-Appraisal Form	Patricia distributed this and requested feedback. She said all groups will use the same tool to evaluate the district-wide committees.	Review by all and e-mail feedback.	November 5, 2009	
Distribution of AP 7120C	Patricia Parham advised the group that she would send this procedure electronically immediately following the meeting. Group is to review and discuss next meeting.	Patricia Parham to send to all representatives.	October 29, 2009	All Representatives
Future Meeting Date	The next meeting is scheduled for November 19, 2009 from 10:00-11:30 a.m. in the Multi-Purpose Room at the DAC.			