

**DCAP MEETING MINUTES  
VENTURA COLLEGE - CCCR  
Friday, November 7, 2014  
9:00 - 10:30 a.m.**

**Present:**

Greg Gillespie – Chair, Jamillah Moore, Bernard Luskin, Patrick Jefferson, Lori Bennett, Clare Geisen, Pamela Yeagley, Peder Nielsen, Linda Kama'ila, Peter Sezzi, Michael Shanahan, Brian Fahnestock

**Absent:** Ashley Lajoie, Mary Rees, Richard Duran

Guests: Dave Fuhrmann, John Cooney

**Recorder:** Laura Brower

**Time:** 9:00 a.m. – Adjourned: 9:45 a.m.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Due &amp; By Whom</b>
<b>Welcome</b>	Greg Gillespie welcomed the members to the meeting.	
<b>SSSP Task Force Update</b>	None	
<b>Student Perception Survey</b>	<p>Mr. Dave Fuhrmann and Mr. John Cooney attended the meeting representing the Institutional Research Advisory Committee (IRAC). IRAC is recommending to develop and implement VCCCD Survey of Student Perceptions and Employee Survey of the Work Environment. Discussion was based on the following points:</p> <ul style="list-style-type: none"> <li>• Mr. Cooney distributed copies of past surveys</li> <li>• The survey is being developed and will be brought back to DCAP for final review</li> <li>• Both on-line and paper formats plan to be used</li> <li>• The survey needs to capture all groups of students</li> <li>• Data is useful for regulatory, grant, and accreditation processes</li> <li>• Plan to accomplish this in the Spring semester</li> <li>• All DCAP members are in support of having this done.</li> </ul>	
<b>Accreditation Template</b>	Mr. Keebler reviewed a crosswalk of the new standards linked to old standards. All campuses have been provided with a copy. Colleges are comparing prior standards with the new standards.	
<b>PACSS Policy Hearing – Accreditation Status (Spring)</b>	A Policy Hearing PACSS is planned for March. Each college/district will prepare an accreditation update including plans to meet any	

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	identified gaps in meeting any standards. Preparation for the hearing will indicate evidence and documentation needed. The processes being used to prepare the documented self-study and for the accreditation visit will also be shared. PACSS will then update the full board. This topic will be kept as a standing agenda item.	
<b>Review of Accreditation Timeline</b>	Ms. Geisen advised we are on track with the timeline. All three campuses are getting ready to write the first draft of self-studies in the spring using a process to identify progress on meeting standards and noting gaps. Gap analysis on Standard IV will initially be provided by the District with review and comment by DCAP.	
<b>Approval of October 3<sup>rd</sup> Meeting Minutes</b>	The October 3 Meeting Notes were reviewed and accepted with no changes.	
<b>General Announcements</b>	Ms. Geisen advised the communications survey was completed and would provide the group with the raw data.	