

Ventura County Community College District

2014-2015 Academic Year

District Technical Review Workgroup – Instructional (DTRW-I)

Meeting Notes

January 15, 2014 - 1:00 p.m. – 3:00 p.m.

MEETING NOTES PRIOR TO APPROVAL AT 2.12.15 DTRW-I MEETING

Members: Chancellor’s Designee: Lori Bennett, Chair (MC)
 Faculty Co-Chair: Linda Kama’ila (OC)
 Executive Vice Presidents: Lori Bennett (MC), Raul Cardoza (OC), Patrick Jefferson (VC)
 Faculty Co-Chairs of Curriculum Committees: Shannon Davis (OC), Jerry Mansfield (MC), Angelica Gonzales (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), Alex Kolesnik (VC)
 Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

Absent: Jerry Mansfield

Recorder: Laurie Nelson-Nusser

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Approval of November 13, 2014 Meeting Minutes	Dr. Bennett welcomed everyone to DTRW-I and the meeting commenced at 1:05 pm. Introductions were made for new members. The December 11, 2014 meeting notes were approved two minor changes.			
CURRICULUM SUBMISSIONS				
New Degrees/Courses/Revised Courses Moorpark/Oxnard/Ventura Submissions	Curriculum Submissions: <u>MOORPARK COLLEGE</u> New Programs Digital Journalism Proficiency, 9.0 Performing Arts Management Proficiency Award, 9.0 Playwriting Proficiency Award, 9.0 Theatre Arts: Technical Theatre – General Proficiency			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>Award, 9.0 Recommendation: These new programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p>Deleted Degrees Associate in Science in Environmental Technology, 25.0 Recommendation: This deleted degree will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p>New Course BUS M41, Principles of Retailing, 3.0 Recommendation: This new course will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p>Revised Course ACCT M110, Financial Accounting, 3.0 Recommendation: This revised course will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><u>OXNARD COLLEGE</u> New Programs AS and Certificate of Achievement in Automation and Control Systems AS in Film, Television, Electronic Media Certificate of Achievement in Film, Television, and Electronic Media <u>Production</u> Certificate of Achievement in Firefighter 1 Academy Recommendation: These new programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval with revision as indicated in underline above.</p> <p>Revised Programs AS and Certificate of Achievement in Automotive Technology</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>AS and Certificate of Achievement in Dental Assisting AS and Certificate of Achievement in Restaurant Management</p> <p>Recommendation: These revised programs will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval with a minor grammatical revision to DA R023 in Dental Assisting. The workgroup decided the Associate in Science in Restaurant Management will not go forward to the Board as it included non-substantial changes.</p> <p><u>VENTURA COLLEGE</u> There were no submissions from Ventura College.</p>			
OLD BUSINESS				
BP 4050 no change AP 4050 Articulation	Ventura College Academic Senate requires more time for review. Oxnard and Moorpark College Academic Senates has approved this policy and procedure at their second readings. This item will return for final approval from Ventura College. Ms. Nusser will send the latest version to Alex Kolesnik for review by the Ventura College Academic Senate. This item will return to the February meeting.	Send latest version to Alex Kolesnik Add to next agenda	ASAP 2.06.15	Laurie Nusser Laurie Nusser
AP 4102 Occupational/Vocational Technical Programs	The Ventura College Academic Senate has not reviewed this administrative procedure as of yet and will review in January. Revisions were made during the meeting. This item will return to February meeting for final review. There were no changes to the BP 4102.	Send latest version to Alex Kolesnik Add to next agenda	ASAP 2.06.15	Laurie Nusser Laurie Nusser
BP/AP 4105 Distance Education	Ms. Rees presented new a version of the AP from the Moorpark Academic Senate. Minor changes were made to the administrative policy during the meeting. Ms. Nusser will make the recommended changes and send to the Senates for review in January. Oxnard College Distance Learning Committee also requires review. This item will return to DTRW-I in February.	Send latest version to Academic Senates Add to next agenda	ASAP 2.06.15	Laurie Nusser Laurie Nusser
New Business				

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
AP 4051 Articulation Between VCCCD and High School Institutions tied to BP 4050	The workgroup reviewed the new proposed version provided by the Registrars. Revisions were made during the meeting and will go to the Curriculum Committees and Academic Senates. This item is also under review at DTRW-SS and will return to the February meetings.	Send latest version to Academic Senates Add to next agenda	ASAP 2.06.15	Laurie Nusser Laurie Nusser
AP 4235 Credit by Examination	The workgroup reviewed the new version provided by the Registrars. Revisions were made during the DTRW-I meeting and reviewed at DTRW-SS. This item and will go to the Curriculum Committees and Academic Senates for final review. This item will return to the February DTRW-I and SS meetings.	Send latest version to Academic Senates Add to next agenda	ASAP 2.06.15	Laurie Nusser Laurie Nusser
Adjournment	Dr. Bennett adjourned the meeting at 2:50 pm.			
Next Meeting Date:	February 12, 2015 – 1 pm, DAC Lakin Boardroom Submission deadline: February 6, 2015			