

Ventura County Community College District

2014-2015 Academic Year
District Technical Review Workgroup – Instructional (DTRW-I)
Meeting Notes
March 12, 2015 - 1:00 p.m. – 3:00 p.m.
MEETING NOTES APPROVED AT 4.09.15 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)
 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: Clare Geisen

Recorder: Laurie Nelson-Nusser

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Approval of February 12, 2015 Meeting Minutes	Dr. Bennett welcomed everyone to DTRW-I and the meeting commenced at 1:10 pm. The February 12, 2015 meeting notes were approved as presented			
CURRICULUM SUBMISSIONS				
New Degrees/Courses/Revised Courses Moorpark/Oxnard/Ventura Submissions	Curriculum Submissions: <u>MOORPARK COLLEGE</u> Deleted Degrees/Programs Physical Education: Human Performance Associate in Arts (AA), 32.5 Child Development – Infant/Toddler Certificate of Achievement, 24 Child Development – Master Teacher Certificate of Achievement, 24			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>Child Development – Preschool Certificate of Achievement, 24 Child Development – School Age Child Care Certificate of Achievement, 27 Child Development – Site Supervisor Certificate of Achievement, 33 Child Development – Teacher Permit Certificate of Achievement, 25 Therapeutic Massage Certificate of Achievement, 13 Recommendation: These deleted degrees/programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p>New Programs FTVM – Directing Proficiency Award, 9.0-10 FTVM – Editing Proficiency Award, 9.0-10 Recommendation: These new programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p>New Courses ENGL M12L, Engineering Materials Laboratory, 1 – “ENGL” will be corrected to ENGR. FTVM M45A, Beginning Radio and Podcasting, 3 FTVM M45B, Intermediate Radio and Podcasting, 3 FTVM M75, Digital Asset Management, 3 GAM M80, Internship in Game Design, 3 GAM M102, Game Design Technologies, 3 MUS M09AH, Honors: Music History I, 3 MUS M09BH, Honors: Music History II, 3 TTHA M50, Performing Arts Management, 3 Recommendation: These new courses will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval with minor corrections.</p> <p>Revised Courses DANC M56, Performing Dance Ensemble, 2 EATM M27, Animal Ethical and Legal Issues, 42</p>			

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	<p>ENGR M20, Electrical Engineering Fundamentals, 3 GR M90, Design Portfolio, 23 MATH M07, College Algebra and Trigonometry, 5-6 – There was discussion regarding this course's units as only 5 units are transferrable. This item will go forward to meet state curriculum deadlines but will be discussed at campus regarding how it aligns with CID requirements and descriptors.</p> <p>MM M90, Design Portfolio, 23.0 Recommendation: These revised courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><u>OXNARD COLLEGE</u> There was no submission from Oxnard College.</p> <p><u>VENTURA COLLEGE</u> New Degrees/Programs Associate in Science for Transfer Degree Nutrition and Dietetics, 27-28 units – pulled</p> <p>Associate of Science Degree/Certificate of Achievement: Police Science: Basic Law Enforcement Academy, 32 units – there will be a correction to replace the wrong course description before sending forward to the Board.</p> <p>Associate of Science Degree/Certificate of Achievement: Social Media Marketing, 20 units Recommendation: These new degrees/programs, with the exception of Nutrition and Dietetics, will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p>New Courses BUS V49, Introduction to Social Media Marketing, 3 HED V20, Introduction to Public Health, 3 HED V24, Drugs, Health, and Society, 3 POSC V01, Basic Law Enforcement Academy, 32 Recommendation: These new courses will go forward to Chancellor's Cabinet, Consultation Council, and</p>			

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	subsequently to the Board for full approval.			
OLD BUSINESS				
BP/AP 4105 Distance Education	BP/AP 4105 will go forward to Chancellor's Cabinet, Policy and Legislative Committee, Consultation Council, and subsequently to the Board for full approval with revision to Item 4 ""Ventura" will be revised to add "Community College District."			
New Business				
Catalog Discussion – Linda Kama'ila/Mary Rees	Consistency is required between all colleges for the informational sections of the catalog and all three Executive Vice Presidents are working together to achieve this goal.			
Annual Committee Self-Appraisal	Dr. Bennett reminded the workgroup to take the Self-Appraisal Survey prior to deadline of March 19 by 5 pm.			
Earlier Registration Dates for Summer and Fall	<p>Dr. Bennett reported out on the Cabinet meeting regarding summer/fall registration dates and indicated the EVP's will coordinate all issues with IT, admissions and records, catalog deadlines, etc., and will provide feedback to the campuses with next steps. Earlier registration will not go into effect until fall of 2016. The fall 2016 registration date will be added to the April DTRW-I meeting.</p> <p>In February, there was discussion regarding allowing earlier registration dates which have been proposed Districtwide. There was discussion regarding the impact on the various aspects of this issue including catalog deadlines and timing of curriculum submissions to the State Chancellor's Office, as well as Banner issues.</p>	Add fall 2015/16 registration date to April agenda	4/3/15	Laurie Nusser
Adjournment	Dr. Bennett adjourned the meeting at 3:00 pm.			
Next Meeting Date:	April 9, 2015 – 1 pm, DAC Lakin Boardroom Submission deadline: April 3, 2015			