

Ventura County Community College District

**2012-2013 Academic Year**  
**District Technical Review Workgroup – Instructional (DTRW-I)**  
**Meeting Notes - FINAL**  
**March 27, 2014 - 1:00 p.m. – 3:00 p.m.**  
**MEETING NOTES APPROVED AT 4.24.14 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), Art Sandford (VC)  
 Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

**Absent:** Graciela Casillas-Tortorelli, Peter Sezzi

**Recorder:** Laurie Nelson-Nusser

**Notes:**

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Approval of February 27, 2014 Meeting Minutes</b>	Dr. Endrijonas welcomed everyone to DTRW-I and the meeting commenced at 1:06 pm.  The meeting notes were approved with minor changes.			
<b>CURRICULUM SUBMISSIONS</b>				
<b>New Degrees/Courses/Revised Courses</b>  <b>Moorpark/Oxnard/Ventura Submissions</b>	<b>Curriculum Submissions:</b>  <u><b>MOORPARK COLLEGE</b></u> <b>New Degree</b> Associate in Arts in Economics for Transfer <b>Recommendation:</b> This new degree will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval. There was clarification this is an Associate in Arts degree, not			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>Associate in Science as indicated on the submission and DTRW-I agenda.</p> <p><b>New Courses</b>  DANC M55C, Dance Rehearsal and Performance III  DANC M55D, Dance Rehearsal and Performance IV  TTHA M11A, Theatre Production: Technical I  TTHA M11B, Theatre Production: Technical II  TTHA M11C, Theatre Production: Technical III  TTHA M11D, Theatre Production: Technical IV  TTHA M20, Stagecrafts  TTHA M23A, Lighting Design I  TTHA M23B, Lighting Design II  TTHA M25A, Scene Design I  TTHA M25B, Scene Design II</p> <p><b>Recommendation:</b> These new courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval with minor corrections to M11B.</p> <p><b>Revised Courses</b>  DANC M55A, Dance Rehearsal and Performance I  DANC M55B, Dance Rehearsal and Performance II  RADT M01AL, Radiographic Clinical Lab I</p> <p><b>Recommendation:</b> These revised courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval with a minor change to RADT M01AL.</p> <p><b><u>OXNARD COLLEGE</u></b>  <b>New Course</b>  ICA R165, Conditioning for Athletes</p> <p><b>Recommendation:</b> This new course will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><b>New Programs</b></p>			

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	<p>Proficiency Award in Entry Level Alignment Specialist  Proficiency Award in Entry Level Brake Specialist  <b>Recommendation:</b> There was discussion regarding the impact of Financial Aid rules on Proficiency Awards, which was raised by Ventura, and it was agreed that a clarification would be brought back to a subsequent meeting. This will not delay the submission of Proficiency Awards for Board approval.</p> <p><b>Deleted Programs</b>  <del>AS in Child Development/Early Childhood Education</del>  <b>Recommendation:</b> This deleted program will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><b><u>VENTURA COLLEGE</u></b>  <b>New Degrees/Programs</b>  <i>Associate in Science Degree</i>/Certificate of Achievement in Administrative Assistant  <b>Recommendation:</b> This new degree will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><b>Revised Course</b>  PSY V04, Introductory Statistics for the Social and Behavioral Sciences  <b>Recommendation:</b> This revised program will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval with the removal of the sentence “No prior computer experience is necessary.”</p>			
<b>OLD BUSINESS</b>				
<b>BP/AP 4020 Programs and Curriculum Development</b> <b>BP/AP 4022 Course Approval (no AP 4022 in</b>	BP 4020 was approved. AP 4020 was approved with minor changes to be made by Ms. Nusser and will move forward to Chancellor’s Cabinet, Policy, Consultation Council, and subsequently to the Board for full approval.	Add to Cabinet Agenda	4.14.14	Laurie Nusser

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>BoardDocs)</b>	BP 4022 and AP 4022 were approved will be added to the Cabinet agenda for the next round of approval before moving to Policy Committee, Consultation Council, and subsequently to the Board for full approval.	Add to Cabinet Agenda	4.14.14	Laurie Nusser
<b>AP 4050 Articulation</b>	AP 4050 Articulation was approved at the last meeting and will move forward to Chancellor's Cabinet, Policy, Consultation Council, and subsequently to the Board for full approval.	Add to Cabinet Agenda	4.14.14	Laurie Nusser
<b>AP 4100 Graduation Requirements for Degrees and Certificates</b>	AP 4100 Graduation Requirements for Degrees and Certificates is currently on hold awaiting State information regarding P/NP.			
<b>New Business</b>				
<b>Follow Up Discussion on P/NP and PCAH – Gloria Arevalo</b>	Ms. Arevalo provided an update regarding Pass/No Pass (P/NP) and Title 5 language.			
<b>Local GE Patterns</b>	Ms. Arevalo provided drafts of BP/AP 4100 Graduation Requirements for Degrees and Certificates from Santa Barbara City College (SBCC). This issue will be revisited next academic year.			
<b>CTE revision schedule – Mary Rees</b>	<p>There was discussion regarding the review cycle for CTE programs/degrees, prerequisite classes, and courses. The CTE Advisory Committee reviews programs and courses. This will be an Informational item to Curriculum Committees regarding Program Review. This review happens at the departmental level.</p> <p>There was discussion regarding CTE baccalaureate degrees, Senate Bill 850 (Marty Block), and the lack of inclusion in the process of support of this Senate Bill by VCCCD.</p>			
<b>For next agenda: Comparable Courses (AO's will be at a conference for the April</b>	There was a request to include this item on the April 24 <sup>th</sup> DTRW-I agenda. A comparable course list will be forwarded from the Articulation Officers to Dr. Endrijonas, Ms. Rees, and Ms. Nusser, which will be sent to the			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
meeting)	workgroup prior to the next meeting.			
<b>Next Meeting Date:</b>	April 24, 2014 – 1 pm, DAC Lakin Boardroom			