

Ventura County Community College District

District Technical Review Workgroup – DTRW-SS Meeting Notes

April 24, 2014 – DAC Lakin Boardroom

3:00 p.m. – 4:30 p.m.

MEETING NOTES APPROVED AT 9.18.14 DTRW-SS MEETING

Members: Chancellor’s Designee: Erika Endrijonas, Chair (OC)
 Co-Chair: Victoria Lugo, Co-chair (VC)
 Executive Vice Presidents: Lori Bennett (MC), Erika Endrijonas (OC), Patrick Jefferson (VC)
 Academic Senate Presidents: Linda Kama’ila (OC), Mary Rees (MC), Peter Sezzi on behalf of Art Sandford (VC)
 Deans of Student Services: Karen Engelsen (OC), Pat Ewins (MC), Victoria Lugo (VC)
 Registrars: Susan Bricker (VC), Joel Diaz (OC), Dave Anter (MC)
 Non-instructional designee: Graciela Casillas-Tortorelli (Counselor, OC), Pam Kennedy Luna (Counselor, MC), Marian Carrasco Nungaray (Counselor, VC)
 Associated Student Government: ASG Rep vacant (OC), vacant (MC), Robert Nunez (VC)
 Policy and Administrative Procedures: Clare Geisen (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

Absent: Clare Geisen, Pam Kennedy Luna

Recorder: Laurie Nelson-Nusser

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome and Approval of March 27, 2014 Meeting Notes	Dr. Endrijonas welcomed everyone to DTRW-SS. The meeting commenced at 3:02 pm. The March 27, 2014 meeting notes were approved as presented.			
OLD BUSINESS				
BP/AP 5020 Non Resident Tuition – wrong version of BP 5020 was presented at 3.27.14 DTRW-SS meeting	BP 5020 Non Resident Tuition was approved as presented. This item will move forward to Cabinet, Policy in May and to the full Board for approval in June.			

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<p>BP/AP 5050 <u>MATRICULATION</u> <u>Student Success and Support Program</u></p>	<p>Academic Senates will review and will notify Ms. Nusser if there are any issues resulting from their meetings and will go forward to Cabinet, Policy in May and to the full Board for approval in June.</p>			
<p>BP/AP 5055 Enrollment Priorities – A newer AP revision was sent to the Academic Senates on 4.14.14 by Joel Diaz.</p>	<p>There was discussion regarding equality between DSPS and Foster Youth enrollment priority groups. Concern was voiced by the Ventura Academic Senate regarding this issue; however, this determination must come from legislature.</p> <p>Dr. Endrijonas indicated the updated procedure must be in place prior to July 1 or VCCCD will be out of Title 5 compliance. The language in AP 5055 reflects the current language in Title 5 with the amendments going to BOG First Reading in May.</p> <p>The Administrative Procedure is still under review with the Academic Senates and will be reviewed at their next meeting. This item will go forward unless there are issues raised at the Senate meetings.</p> <p>Student alerts have been going out via emails and letters, as well as posting on the websites, since spring 2013 regarding priority enrollment.</p>			
<p>BP/AP 5150 Extended Opportunity Programs and Services (EOPS) – no VCCCD AP/current BP in BoardDocs. returned from 4.14.14 Chancellor’s Cabinet for</p>	<p>This item was returned from Chancellor’s Cabinet on April 14 to the April 24 DTRW-SS meeting for clarification.</p> <p>Dr. Endrijonas will respond to Ms. Geisen with clarification and send BP/AP 5150 back through Cabinet for review.</p>			

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clarification regarding AP 5150.	<p>The questions from Cabinet were as follows:</p> <ul style="list-style-type: none"> ○ Does this follow Ed Code? For example, language stating, “programs and services that are over, above and in addition to” ○ Also, in terms of the list -- are these requirements? Bullet points need explanation/clarification/expectation. 			
BP/AP 5500 Standards of Conduct – no AP in BoardDocs	<p>Dr. Sanford provided a handout at the meeting of a proposed preamble to AP 5500 Standards of Conduct. The workgroup reviewed the preamble and came to agreement on the verbiage. Changes were made to the preamble during the meeting and the revised version will be sent to Ms. Nusser for inclusion on the Chancellor’s Cabinet agenda for Monday, April 28.</p> <p>The Ventura Academic Senate will review the preamble at their next meeting (May 1) and will go forward if there are no issues. Dr. Endrijonas stated it is imperative this item goes forward in April, Policy Committee in May, and to the June Board Meeting for catalog deadline purposes.</p>			
BP/AP 5520 Discipline Procedure – no BP in BoardDocs	<p>The Ventura Academic Senate will review this at their next meeting and will go forward to Cabinet if there are no issues. Dr. Endrijonas stated it is imperative this item goes forward in April, Policy Committee in May, and to the June Board Meeting for catalog deadline purposes.</p>			
BP/AP 5530 Student Rights and Grievances – no BP in BoardDocs	<p>The Ventura Academic Senate will review this at their next meeting and will go forward to Cabinet if there are no issues. Dr. Endrijonas stated it is imperative this item goes forward in April, Policy Committee in May, and to the</p>			

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	June Board Meeting for catalog deadline purposes.			
BP/AP 5300 Student Equity	Dr. Endrijonas mentioned that Scott Lay, Community College League of California, indicated the revised CCLC versions will be online in April. This will return to the fall DTRW-SS meeting.			
NEW BUSINESS				
DTRW-SS Annual Survey	The annual DTRW-SS Self-Appraisal Survey was reviewed by the workgroup. As a result of the findings, the meetings will move to the 2 nd Thursday of each month starting in September 2014. The group was in agreement. Ms. Nusser will send out new meeting invitations for the 2014-15 academic year.			
Implementation of Senate Bill 150 (Correa) and Senate Bill 141 (Lara) regarding nonresident tuition - Registrars	<p>Mr. Diaz advocated SB 150, which permits a district to exempt nonresident special part-time students from paying nonresident tuition. VCCCD currently exempts concurrently enrolled students from nonresident tuition if they are taking the course for high school credit only. When a student elects to receive high school credit only, they cannot use the course for college credit. If the student wants college credit, they must pay the nonresident tuition. Implementing this bill would allow certain student to also receive college credit and be exempt from nonresident tuition.</p> <p>The workgroup was in agreement to implement SB 150 and incorporate it into the policy and procedure (BP/AP 5020).</p> <p>SB 141 requires colleges to exempt US citizens who reside in a foreign country from</p>			

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	<p>paying nonresident tuition if they meet certain requirements. When a student is exempt for nonresident tuition for this purpose, apportionment can be claimed.</p> <p>Some of the administrative procedures will require updating to include this exemption.</p> <p>Discussion ensued and was approved by the workgroup.</p> <p>The Registrars will review the applicable policies and procedures to make the necessary adjustments regarding both Bills and drafts will be brought to the fall meeting in September.</p>			
<p>Tracking of BP/AP on hold or under review by other workgroups - march</p>	<ul style="list-style-type: none"> • BP/AP 4050 Articulation (Articulation Officers) – approved by DTRW-I on 3.27.14, moved forward to 4.14.14 Chancellor’s Cabinet, returned by Chancellor’s Cabinet to 4.24.14 DTRW-I to clarify questions regarding administrative procedure • AP 4100 Graduation Requirements for Degrees and Certificates – on hold as this item is under review at State Chancellor’s office. • BP/AP 5205 Student Accident Insurance – under review by DCAA/Academic Senates – moved to DOC for further review regarding student accident insurance/sent to Academic Senates on 4.01.13; awaiting further input from DOC as of 12.05.13, 1.23.14, 2.27.14; 3.27.14; 4.24.14. Reviewed in Cabinet 4.14.14. Moving forward to Policy Committee in May. • BP/AP 5030 Student Activity Fee (Student 			

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	<p>Services) This item was returned (2.27.14 DTRW-SS) to the campuses for further vetting, support, and to obtain clarification regarding IT issues. Dr. Engelsen requested Ventura College ASG students to visit Oxnard College to provide an overview of the proposal. 4.24.14: Dr. Engelsen indicated the Ventura College ASG students came to Oxnard College and students requested more time for review. Dr. Carrasco-Nungaray indicated the VC Counselor group voiced the student activity fee should not be charged or required for off campus students – is it legal? The remote fee of \$3.00 has been removed as of summer session. BP/AP 5030 will return to the group in the fall.</p> <ul style="list-style-type: none"> • BP/AP 5300 Student Equity – Scott Lay, Community College League of California, indicated the revised CCLC versions will be online April 2014. This will return to the fall DTRW-SS meeting. 			
Chair/Co-Chair for fall	Dr. Moore, Chancellor, requested DTRW-SS volunteers for Chair and Co-Chair for the 2014-15 academic year and indicated interested individuals should contact her via email.			
NEXT MEETING	Thursday, September 11, 2014 – 3:00 p.m. – DAC Lakin Boardroom			