

Ventura County Community College District

District Technical Review Workgroup – DTRW-SS Meeting Notes

August 27, 2015 – DAC Lakin Boardroom

3:00 p.m. – 4:30 p.m.

DRAFT PRIOR TO APPROVAL OF MEETING NOTES AT SEPTEMBER 9, 2015 DTRW-SS MEETING

Members:

Chancellor’s Designee: Oscar Cobian, Chair (OC)
 Co-Chair: Traci Allen, Co-chair (VC)
 Executive Vice President and Vice Presidents: Lori Bennett (MC), Oscar Cobian (OC), Ken Sherwood, (OC), Kim Hoffmans (VC), Patrick Jefferson (VC)
 Academic Senate Presidents: Linda Kama’ila (OC), Mary Rees (MC), Alex Kolesnik (VC)
 Deans of Student Services: Karen Engelsen, Assistant Dean (VC), Pat Ewins, Dean (MC)
 Registrars: Dave Anter (MC), Joel Diaz (OC), Celia Rodriguez, Assistant Registrar (VC)
 Non-instructional designee: Marnie Melendez (Counselor, OC), Traci Allen (Counselor, MC), Angelica Gonzalez (Counselor, VC)
 Associated Student Government: ASG Rep vacant (OC), ASG Rep vacant (MC), ASG Rep vacant (VC)
 Policy and Administrative Procedures: Clare Geisen (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:
Welcome and Approval of April 9, 2015 Meeting Notes	<p>Oscar Cobian welcomed everyone to DTRW-SS and introductions were made for new members. The meeting commenced at 3:05 pm.</p> <p>The April 9, 2015 meeting notes were approved as presented with abstention from Oscar Cobian, Marnie Melendez, and Celia Rodriguez.</p>			
Selection of Co-Chair	Traci Allen was selected as Co-Chair of DTRW-SS			
DTRW-SS Calendar	The DTRW-SS Calendar was approved as			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Approval	presented.			
OLD BUSINESS				
BP/AP 5520 and 5530 – Written Rationale Required	Ms. Ewins provided an overview of the history on the issue of the written rationale. It was decided to leave BP and AP 5520 and 5530 as approved by the Board in September 2014.			
Fall Registration Date 2016	Dr. Bennett indicated this issue has moved to the District Council on Accreditation and Planning (DCAP) through an ad hoc committee. The earlier fall registration date is now tentatively scheduled for 2017.			
NEW BUSINESS				
Medical Withdrawal – Pat Ewins	Ms. Ewins indicated medical withdrawal should not be counted against students and should be treated similar to military withdrawal. AP 5075 is limited to Title 5 language and medical withdrawal will be incorporated into the drafted procedure.			
BP/AP 5070 Attendance – Proposed/Registrars	This item was tabled to the September meeting.			
BP/AP 5075 Course Adds and Drops – Proposed/ Registrars	This item was tabled to the September meeting.			
Future Suggested Agenda Items	<ul style="list-style-type: none"> • Minors MOU which requires parent to attend class with their child. • Title 9 Update 			
NEXT MEETING	Thursday, September 10, 2015 – 3:00 p.m. – DAC Lakin Boardroom – Submission deadline September 4, 2015			