



**Friday, February 8, 2019
Chancellor's Consultation Council**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review January 11, 2019 Consultation Council Notes.

3. Board Meeting Agenda Review

3.01 Review and discuss February 19, 2019 Board of Trustees Meeting Agenda.

4. Accreditation and Planning

4.01 IEPI Improvement Plan

4.02 VCCCD 2020-26 Educational Master Plan

5. Other Items

5.01 Future Meetings

5.02 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
January 11, 2019**

Members Present: Greg Gillespie, Michael Shanahan, Damon Bell, Amparo Martinez, Maria Urenda, Nenagh Brown, Gilbert Downs, Diane Eberhardy
Skype Call: Luis Sanchez, Cynthia Azari, Doug Thiel, Lydia Morales
Not Present: David El Fattal, Patti Blair, Cathy Bojorquez, Kim Hoffmans, Damien Peña, Sebastian Szczebiot, Kristen McCloskey
Recorder: Laura Brower

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	G. Gillespie called the meeting to order at 9:05 a.m.		Greg Gillespie
Review of Consultation Council Notes for November 30, 2018	The November 30, 2018 Consultation Council Notes were approved.	L. Brower to post on website.	Greg Gillespie
Board Agenda <ul style="list-style-type: none"> • January 22, 2019 	<p>G. Gillespie reviewed the January 22, 2019 VCCCD Board of Trustees Meeting agenda.</p> <ul style="list-style-type: none"> • <i>Item 16.01 Action to Approve the Establishment of a Basic Needs Specialist at Ventura College.</i> M. Urenda stated SEIU initially had concerns on this position but after discussion with the Vice President and President; SEIU is satisfied and appreciated the good rapport that took place. 		Greg Gillespie
Accreditation <ul style="list-style-type: none"> • ACCJC Mid-Term Reports (4th Year) • Compressed Calendar Workgroup Update 	<p>G. Gillespie advised the mid-year reports are due in September 2020. ACCJC will announce changes to the report at a conference planned for April 2019. The Academic Senate Presidents plan to attend.</p> <p>N. Brown advised members of the workgroup were given until January 9 to provide reports or additional information. A review of the student survey recently</p>	L. Brower to add item to 03.29.19	Greg Gillespie

Agenda Item	Summary of Discussion	Action	Assigned to:
<ul style="list-style-type: none"> • IEPI Update Focus Area • Improvement Plans • VCCCD 2020-26 Educational Master Plan 	<p>completed will take place at the next workgroup meeting. Item will be agendized at the March 29, 2019 Consultation Council agenda.</p> <p>G. Gillespie thanked the Focus Work Groups for their work in preparing the Improvement Plans. Cabinet members reviewed plans. The Chancellor advised plans were sent to Matthew Lee at the State for review. N. Brown commented on members of Workgroup C suggesting to add Work Life Balance as a separate item. The final report from CBT will be available the end of March/first of April.</p> <p>G. Gillespie advised Consultation Council would be involved in reviewing drafts of the Educational Master Plan and ensuring all constituent groups are regularly updated. The plan will align with the Board's mission, college master plans, and the State's Vision for Success. A timeline will be created; first complete a working draft to share with all constituent groups by July 2019, finalized draft to Board in November 2019, followed by First Reading in December 2019 and final approval in January 2020. CBT will assist in work on the plan.</p>	<p>Consultation Council agenda.</p>	
<p>Future Consultation Council Meetings</p>	<p>The next meeting is scheduled for Friday, February 8, 2019.</p>		
<p>Future Agenda Items</p>	<ul style="list-style-type: none"> • IEPI • VCCCD 2026 Education Master Plan 		
<p>Updates to the Council</p>	<p>M. Urenda advised campus meetings took place in November and December to reach out to membership to address topics of interest and answer questions, an electronic newsletter email was also sent to all classified and feedback has been good. Emails on participating in the Classified Sick Leave Pool have</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>been sent and work is occurring in preparation for negotiations.</p> <p>A. Martinez discussed the Classified Senate holiday reception, a recent registration event held on campus, and work taking place on institutional objectives and the process for participatory governance.</p> <p>G. Downs advised a meeting was held to address the replacement of the Classified Senate Secretary who transferred to the DAC, exploring sustainability on campus, and the preparation of a resolution for funding classified professional development.</p> <p>N. Brown commented on the focus for the Academic Senate this semester is the MC Master Plan, Guided Pathways, compressed calendar discussions, and moving the Equity Plan forward. Planning has begun for a Districtwide meeting on Guided Pathways.</p> <p>Diane Eberhardy discussed the work taking place on the Student Centered Funding Formula, Guided Pathways, the compressed calendar, and the Irrevocable Trust workgroup meeting to see if funding dollars could be used more wisely.</p> <p>M. Shanahan stated faculty members have been identified to attend the January 26 Los Angeles job fair. Discussion took place on the conviction policy during the recent DCHR meeting. If a policy change is recommended it will be vetted through the Policy, Planning, and Student Success Committee.</p> <p>Lydia Morales commented that work is continuing on Guided Pathways with a campus retreat scheduled for February 8, adding professional development to the Making Recommendations document, a meeting being</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>scheduled for all college DTRW Committees together and the AB705 focus on Math and English this year.</p> <p>C Azari advised Oxnard College will host a 2-1/2 day Guided Pathways event.</p> <p>Luis Sanchez stated the first week of the spring semester went smoothly.</p> <p>D. Thiel stated the AFT focus is on negotiations.</p> <p>G. Gillespie commented on a recent conversation with Burnham & Associates for effective short and long-term benefits planning.</p> <p>D. Bell commented on events to welcome students to the campus, providing Pirate Pride t-shirts, the appointment of Arlene Reed as Interim Dean of Student Services, and meeting with students at the East Campus for feedback on the new class schedule.</p> <p>G. Gillespie discussed the Phase I report on organization structure received from CBT. The report includes what has taken place and next steps, including a survey created by CBT to send to all full-time employees.</p>		
Adjourn Meeting	G. Gillespie adjourned the meeting at 9:55 a.m.		



Tuesday, February 19, 2019 Board of Trustees Meeting

Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Closed Session: 4:30 p.m.
Open Session: 6:00 p.m.

1. Regular Meeting of the Board

- 1.01 Call to Order
- 1.02 Public Comments - Closed Session Agenda Items

2. Closed Session

- 2.01 PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Instructors (Gov. Code, § 54957).
- 2.02 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, § 54957)
- 2.03 CONFERENCE WITH LABOR NEGOTIATORS: AFT/SEIU (Gov. Code, § 54957.6).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session
- 3.02 Pledge to the Flag
- 3.03 Chancellor's Recommendation of the Agenda
- 3.04 Changes to the Agenda
- 3.05 Public Comments - Open Session Agenda Items

4. Reception: Guests and Recognitions

- 4.01 Acknowledgement of New Employees.
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Acknowledgement of Guests and Special Recognitions
- 4.04 Action to Endorse the 2019 VCCCD Classified Employee of the Year Nominee for the California Community Colleges Classified Employee of the Year Award.
- 4.05 Action to Approve Tenure Recommendations for Listed Faculty at Moorpark College, Oxnard College, and Ventura College, Effective as of the 2019-2020 Academic Year.
- 4.06 Moorpark College, Oxnard College, and Ventura College Annual College Foundation Reports

5. Student Reports

5.01 Student Trustee Advisory Report

5.02 Student Reports

6. Senate Consultation

6.01 Academic Senate Presidents Consultation

6.02 Classified Senate Presidents Consultation

7. Board Committee Reports

7.01 Administrative Services Committee Update.

7.02 Policy, Planning and Student Success Committee Update.

8. Informational Items

8.01 There are no items.

9. Consent Calendar

9.01 Approval of Minutes for the January 12, 2019, VCCCD Mid-Year Planning Session

9.02 Approval of Minutes for the January 22, 2019, VCCCD Board of Trustees Meeting

10. Consent Calendar: Business Services/Capital Planning

10.01 Ratification of Accounts Payable and Payroll for the Period of December 14, 2018, to January 21, 2019

10.02 Approval/Ratification of Board Purchase Order Report #8, for FY 2018-2019 from December 18, 2018, to January 25, 2019

10.03 Approval of the Acceptance of Gifts for FY 2018-2019 from December 18, 2018, to January 25, 2019.

10.04 Approval of Acceptance of Completion of Bid 567, Moorpark College Communication Building Classroom Renovation

10.05 Approval of Acceptance of Completion of Bid 571 Ventura College Student Arts Building Kiln Cover

10.06 Monthly Budget Transfer Summary & Budget Amendment for the Month of December 2018

10.07 Acceptance of Quarterly Financial Status Report, General Fund – Unrestricted (CCFS-311Q)

10.08 Ratification of New Contracts and Grants for Fiscal Year 2018-19

11. Consent Calendar: Human Resources

11.01 Notice of Initial Proposals of SEIU Local 99 for Negotiating Successor Collective Bargaining Agreement to the Ventura County Community College District.

12. Consent Calendar: Policy, Planning and Student Success

12.01 There are no items.

13. Consent Calendar: Trustees/Chancellor

13.01 There are no items.

14. Business Services and Capital Planning

14.01 PLACEHOLDER - Approval of AB288 College and Career Access Pathways (CCAP) Agreement between Ventura County Community College District (VCCCD) and Moorpark Unified School District (MUSD).

14.02 Approval of Oxnard College Art History Study Abroad Program to Cuba

14.03 Adoption of the 2019-20 Nonresident Tuition Rate of \$247 Per Unit and the Per Unit Nonresident Student Capital Outlay Surcharge Fee of \$10 for a Total of \$257 Per Unit Effective Fall 2019.

15. Public Hearing

15.01 Open Public Hearing.

15.02 Ventura County Community College District's Initial Proposal to the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

15.03 Initial Proposal to the Ventura County Community College District from the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

15.04 Close Public Hearing.

16. Human Resources

16.01 Action to Adopt Ventura County Community College District's Initial Proposal to the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

16.02 Action to Accept the Initial Proposal to the Ventura County Community College District from the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

16.03 Action to Approve the Establishment of Positions at Moorpark College, Oxnard College, and Ventura College.

16.04 Action to Approve the Abolishment of an Instructional Lab Technician II - Nursing Position and the Establishment of a Clinical Simulation Specialist Position at Ventura College.

16.05 Action to Approve Tenure Track 2nd Contract Recommendations For Listed Faculty on 1st Contract Status at Moorpark College, Oxnard College, and Ventura College, to Advance to a 2nd Contract Effective as of the 2019-2020 Academic Year.

16.06 Action to Approve Tenure Track 3rd Contract Recommendations For Listed Faculty on 2nd Contract Status at Moorpark College, Oxnard College, and Ventura College, to Advance to a 3rd Contract Effective as of the 2019-2020 Academic Year.

16.07 Placeholder - Tenure Recommendation in the Third Year of Employment Which is Not Aligned with Standard Four-Year Probation for Listed Faculty at Ventura College, Effective as of the 2019-2020 Academic Year.

17. Policy Planning & Student Success

17.01 Action to Approve New, Revised and Non-Credit Courses and New Programs and New Non-Credit Program at Moorpark College

17.02 Approval of Board Policy 5410 Associated Students Elections (revised); no administrative procedure is required.

18. Trustees/Chancellor's Office

18.01 VCCCD Board of Trustees 01.12.19 Mid-Year Planning Session Review

18.02 Board Professional Development Update

18.03 Action to Approve Board Member Absence

19. Reports

19.01 College Reports

19.02 Trustee Reports

19.03 Chancellor Report

20. Adjournment

20.01 Adjournment



**Institutional Effectiveness Partnership Initiative
Partnership Resource Teams
Institutional Innovation and Effectiveness Plan
Date: 1/8/2019**

Name of Institution: Ventura County Community College District

Area of Focus A	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
A. Organizational Structure and Implementation Processes for District Services.	1. Obtain organizational structure review services through a consultant including a summary report with recommendations	Focus Area Co-Chairs and Chancellor	March 2019	a. Develop and finalize consulting proposal and contract with CBT Higher Education Consulting. Activities to occur November 2018 through March 2019	a. Completed report and recommendations.	
[The following are additional guiding details to help focus the work of CBT during the review and report development process.]	Human Resources: 1. Improve effectiveness of temporary and permanent employee hiring processes: a. Classified b. Faculty c. Management	Michael Shanahan, Vice Chancellor Human Resources	Phase 1 - June 2019 Phase 2 – November 2019	Phase 1 a. Select Business Process Analysis (BPA) Consultant for hiring process b. Cross representative team to review Scope of Work (SOW) with membership from all sites. c. Conduct BPA (Include Executive Leadership) d. Develop a communication plan to educate potential candidates about the hiring process. Phase 2 a. Review and prioritize recommendations from BPA b. Implement prioritized recommendations c. Implement communication plan d. Develop evaluation tools to determine effectiveness of BPA recommendations and communication plan implementations.	Phase 1 a. Business Process Analysis Completed b. Cross representative team constituted and active c. Communication plan developed Phase 2 a. Prioritized list of recommendations completed b. Prioritized recommendations implemented c. Communication plan implemented d. Evaluation tools developed and implemented	

Area of Focus A	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
	Grants: 1. Improve the Grant Process a. Develop a new process b. Shorten the steps/time c. Clarify roles/responsibilities (DAC/College)	David El Fattal and Staff	Phase 1 - June 2019 Phase 2 – October 2019	Phase 1 a. Select Business Process Analysis (BPA) Consultant for grants process. b. Cross representation to review of Scope of Work (SOW) and membership from all sites. c. Conduct BPA (Include Executive Leadership) d. Develop a communication plan to educate the District and College communities about the revised grants process as it is implemented. Phase 2 a. Review and prioritize recommendations from BPA b. Implement prioritized recommendations c. Implement communication plan d. Develop evaluation tools to determine effectiveness of BPA recommendations and communication plan implementations.	Phase 1 a. Business Process Analysis Completed b. Cross representation achieved c. Communication plan developed Phase 2 a. Prioritized list of recommendations completed b. Prioritized recommendations implemented c. Communication plan implemented d. Evaluation tools developed and implemented	
	Contracts: 1. Clarify Roles/responsibilities for contract generation, review, and approval 2. Develop and implement communication and training plans 3. Determine process for legal review and support	David El Fattal and Staff	Phase 1 - June 2019 Phase 2 – October 2019	Phase 1 a. Select Business Process Analysis Consultant for contracts process b. Conduct BPA (Include Executive Leadership), including the process for legal review and support. c. Develop a training and communication plan to educate the District and College communities about the revised contracts processes as they are implemented Phase 2 a. Implement recommendations b. Implement training and communication plan. c. Develop evaluation tools to determine effectiveness of BPA recommendations and training and communication plan implementations.	Phase 1 a. Business Process Analysis Completed b. Training and communication plan developed Phase 2 a. Recommendations implemented and evaluated for effectiveness b. Training and communication plan implemented	
	Institutional Effectiveness and Research: 1. Build Districtwide capacity in Institutional Effectiveness and Research that supports the Colleges and DAC. 2. Engage IRAC to work with CBT in conducting a Business Process Analysis. 3. Clarify the roles and responsibilities of the colleges and the district office.	IRAC and Chancellor Cabinet	Phase 1 - June 2019 Phase 2 – December 2019	Phase 1 a. Engage the district-wide Institutional Research Advisory Committee to work with CBT on the development of recommendations for increased district capacity in Institutional Effectiveness & Research, and on the respective roles and responsibilities of the colleges and the district office. b. Analyze recommendations for synergies and feasibility within the DAC (include Executive Leadership). Phase 2 a. Implement recommendations	Phase 1 and 2 a. Recommendations developed b. Recommendations implemented.	

Area of Focus B	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
B. District-wide Support for Workforce and Economic Development	1. Clarify and establish the college and district roles and responsibilities related to Economic & Workforce Development (EWD) to increase effectiveness with the VCCCD internal and external stakeholders.	1. VCCCD Chancellor lead with support from Cabinet	February 2019 for meeting with CBT and April 2019 to clarify a., b., and c.	1. Establish a meeting with IEPI Focus Group B and CBT Consultant Group to explore area a-c: <ol style="list-style-type: none"> Clarify the common elements and distinctions between EWD, Career Education and Contract Education in VCCCD. Clarify District and College roles and responsibilities in EWD, CE and Contract Education. Clarify college roles and responsibilities in identifying use of resources in Career Education Agencies (i.e. flow of recommendations). 2. Identify processes and communication needed for alignment and synergy within the District and Community Industry Leaders/EWD Agencies (Objectives 3 and 4). <ol style="list-style-type: none"> Utilize feedback for recommendations from the Consultant to review the CEC charge/purpose, and create a unified vision for future endeavors. 	a. Recommendations received from Consultant and action-steps created for a unified approach, utilizing the clarified roles and responsibilities. b. CEC charge/purpose re-envisioned/created c. Creation of Districtwide communication processes and procedures to enhance integration of District, College, Industry leaders and EWD Agencies to enhance student success, education goal-completion and job placement. d. <i>District Making Decision Handbook</i> updated to integrate Career Education. e. Creation of communication, collaboration, and coordination protocol.	
	2. Develop processes and protocols to increase communication, collaboration and coordination with VCCCD internal and external stakeholders.	2. Patti Blair, VCCCD Administrative Officer	August 2019			
	3. Review overall Career Education/EWD across the district and create a unified vision for the future.	3. VCCCD Chancellor lead with support from Cabinet	April 2019			
	4. Define/Clarify the purpose of the CE Committee and adjust the membership and goals accordingly.	4. VCCCD Chancellor lead with support from Cabinet	June 2019			
	5. Integrate the voice of Faculty and Staff in all elements of CE and EWD.	Mary Rees, Dean at Moorpark College and Alexandria Wright, VCCCD EWD	February through May 2019 for meetings with facilitator and September 2019 to define operational procedures.	1. Establish a series of meetings with IEPI Focus Group B and a contracted facilitator to a process/structure that supports joint discussion and recommendations on the following topics specifically directed to CE and EWD: <ol style="list-style-type: none"> Faculty Negotiations Curriculum Minimum Qualifications Internships Externships Apprenticeships Hiring processes 	Create a District-Wide Career Education Operational Procedures document that clarifies, structure, roles, and specific description of how items 1.a – e will be organized and implemented.	

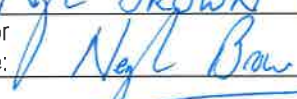
Area of Focus B	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
	6. Integrate Faculty and Staff to identify work life balance issues specific to Career Education.	CTE Deans and CTE Faculty	February for meeting with CBT and August 2019 to develop procedures.	<ol style="list-style-type: none"> 1. Establish a meeting with IEPI Focus Group B and CBT Consultant Group to: <ol style="list-style-type: none"> a. Clarify the roles for Faculty and Staff in Career Education. b. Identify the impact on Classified Staff in Career Education. c. Review Faculty wage compensation structure. d. Review Faculty Lab hour compensation structure. e. Review Advisory Board requirements. f. Review Pace of curriculum design that aligns with current and emerging industry needs. g. Make recommendations for continual professional Development. h. Track employment data for students. i. Review grant-related responsibilities such as budgeting, reporting and resource request. 	Clear procedures and agreements that define the listed points are established	


Area of Focus C	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
C. District Level- Student Success Performance Metrics (SCFF) and Planning	1. Develop performance metrics aligned with CCCCO Student Centered Funding model.	a. IRAC Co-Chair b. DCAS Co-Chair c and d. Associate Vice Chancellor IT	Begin meetings in January 2019 with implementation recommendations and plan by June 2019	<ol style="list-style-type: none"> a. Review and identify common elements of Student Centered Funding model, led by IRAC taskforce/subgroup b. Hire a consultant to explore the alignment of VCCCD data, analyze current effectiveness, and project revenues associated with SCFF metrics. c. Discuss best approach to obtain predictive analytics (software, data science, consultant, etc...). d. Explore the design of a data warehouse. 	<ol style="list-style-type: none"> a. District/college data elements aligning with the SCFF identified by the Taskforce. b. Cambridge West hired as a consultant with a recommendation report provided. c. Recommendation on steps needed to provide adequate predictive analytics capacity. d. Provide an implementation plan for data warehouse design. 	
	2. Establish and implement a program review and planning process for District service units.	a. Chancellor, Vice Chancellors, and Administrative Officer	June 2019 followed by completion of DAC reviews in October 2019	<ol style="list-style-type: none"> a. Conduct VC, OC, & MC presentations of college's Service Unit Program Review processes for DAC. b. Provide Professional Development for DAC employees related to program review. c. Develop a taskforce for creating a timeline, outcomes, processes, forms, evaluation mechanism and schedule, and software for DAC program review. d. Implement the recommendations of the taskforce. 	<ol style="list-style-type: none"> a. College presentations completed b. Professional Development provided c. Service Unit program review template and process developed d. Recommendations implemented and VCCCD DAC program review conducted in Fall 2019. 	

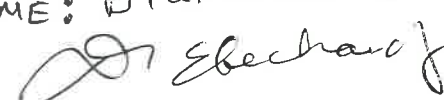
Request for IEPI Resources to Support Institutional Innovation and Effectiveness Plan

Applicable Area(s) of Focus (Copy from table above.)	Applicable Objective(s) (Copy from table above.)	Description of Resource Needed (Refer to Action Steps above as appropriate.)	Cost of Resource
A. Organizational Structure and Implementation Processes for District Services	1. Obtain organizational structure review services through a consultant including a summary report with recommendations	Consulting services to provide organizational structure review services along with integration of work across all three focus areas	\$86,000
B. District-wide Support for Workforce and Economic Development	1. Clarify and establish the college and district roles and responsibilities related to Economic Workforce Development (EWD) to increase effectiveness with the VCCCD internal and external stakeholders. 2. Develop processes and protocols to increase communication, collaboration and coordination with VCCCD internal and external stakeholders. 3. Review overall Career Education/EWD across the district and create a unified vision for the future. 4. Define/Clarify the purpose of the CE Committee and adjust the membership and goals accordingly. 5. Integrate the voice of Faculty and Staff in all elements of CE and EWD. 6. Integrate Faculty and Staff to identify work life balance issues specific to Career Education.	a. Contract with CBT Consultant Group to: <ol style="list-style-type: none"> i. Clarify the common elements and distinctions between EWD, Career Education and Contract Education in VCCCD. ii. Clarify District and College roles and responsibilities in EWD, CE and Contract Education iii. Clarify college roles and responsibility in identifying use of resources in Career Education Agencies (i.e. flow of recommendations). iv. Identify processes and communication needed for alignment and synergy within the District and Community Industry Leaders/EWD Agencies. v. Conduct focus groups and/or interviews of Faculty and Staff in all elements of CE and EWD. vi. Conduct focus groups and/or interviews of Faculty and Staff to identify work life balance issues specific to Career Education workload. b. Utilize feedback on recommendations from the Consultant to review the CEC charge/purpose and create a unified vision for future endeavors.	\$52,000
C. District Level- Student Success Performance Metrics (SCFF) and Planning	1. Develop performance metrics aligned with CCCCO Student Centered Funding model.	a. Hire a consultant to explore the alignment of VCCCD data, analyze current effectiveness, and project revenues associated with SCFF metrics. b. Explore the design of a data warehouse.	a. \$18,000 b. \$10,000
	2. Establish and implement a program review and planning process for District service units.	a. Hire a subject matter expert to provide Professional Development for DAC employees related to program review implementation. b. Software for Service Unit Outcomes and Program Review.	a. \$12,000 b. \$22,000
Total IEPI Resource Request (not to exceed \$200,000 per college)			\$200,000

Approval	
Chief Executive Officer	
Name: GREG R. GILLESPIE	
Signature or E-signature: 	Date: 1/23/19

Collegial Consultation with the Academic Senate	
Academic Senate President	
(As applicable; duplicate if needed for district-level I&EP)	
Name: N/L DROWN (NENAGH), Moorpark College	
Signature or E-signature: 	Date: 1/25/2019

NAME: **LYDIA MORALES, VENTURA COLLEGE**
 1/25/2019

NAME: **Diane Eberhardy, Cxnard College**
 1/25/2019