

**DCAP MEETING MINUTES
VENTURA COLLEGE - CCCR
Friday, February 6, 2015
9:00 - 10:30 a.m.**

Present:

Greg Gillespie – Chair, Mary Rees, Co-Chair, Jamillah Moore, Patrick Jefferson, Lori Bennett, Clare Geisen, Pamela Yeagley, Peder Nielsen, Linda Kama'ila, Michael Shanahan, Brian Fahnestock, Richard Duran, Art Sandford

Absent: Ashley Lajoie, Bernard Luskin

Guests: Dave Fuhrmann

Recorder: Laura Brower

Time: 9:00 a.m. – Adjourned: 9:45 a.m.

Agenda Item	Discussion	Action Due & By Whom
Welcome	Greg Gillespie welcomed the members to the meeting.	
Perception Surveys	Dave Fuhrmann reviewed with DCAP the revised perception surveys. Review and continued discussion resulted in additional suggested changes. Dave advised he can have the surveys ready by the 3 rd or 4 th week of March. Peder Nielsen suggested that the governance surveys be sent out earlier to not overburden staff and faculty. Clare Geisen said she would send the governance surveys out the week of February 12th.	
SSA Policy Hearing – Accreditation Status (Spring)	DCAP will present an update session during a spring policy hearing of the Student Success and Accreditation Committee.	
Standard 4 District-wide Meeting – Standard 3A	Richard Duran stated he has already made up an agenda for the first Standard 4 meeting. He will begin to look at what Dr. Chou and the campus will be doing and what gaps of information might exist. The campus will put together a sub-unit. Dr. Duran will share his agenda with Clare and the EVP's will send their sub unit names to Clare. She will work on getting the group together.	
VCCCD Integrated Planning Manual Review	Clare Geisen stated this manual was a key in terms of meeting accreditation recommendations for planning. The manual needs to be reviewed and revisions and adjustments made as needed. The Educational Master Plan has already been reviewed. Mary Rees advised she has made small changes to the Integrated Planning	

Agenda Item	Discussion	Action Due & By Whom
	Manuel and will send changes to Clare so she can bring those to Cabinet and Clare will bring back to DCAP. Clare will bring copies to the next DCAP meeting for review.	
Accreditation Update for Board Meeting – February 10th	Discussion occurred on what DCAP should update to the Board members at the February 10 th board meeting. Mary Rees will provide an update on the perception survey.	
Approval of January 9th Meeting Minutes	The January 9th Meeting Minutes were reviewed and accepted with no changes.	
	The next meeting will be held on March 6, 2015.	