



**Friday, May 1, 2015
Chancellor's Consultation Council**

**Ventura County Community College District
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
9:30 a.m.**

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review of the March 27, 2015 Consultation Council Notes

3. Board Meeting Agenda Review

3.01 Review and discuss May 12, 2015 Board of Trustees Meeting Agenda

4. District Council on Accreditation and Planning

4.01 DCAP Meeting Update

5. Other Items

5.01 Security Coverage

5.02 Civic Center Coordination

5.03 Board Evaluation

5.04 Student Success Implementation Task Force Update

5.05 Consultation Council Self-Appraisal Findings

5.06 Future Meetings

6. Adjourn Meeting

6.01 Adjourn meeting

Ventura County Community College District
Consultation Council Notes
March 27, 2015

Present: Richard Duran, Bernard Luskin, Brian Fahnestock, Kristen McCloskey, Leanne Colvin, Olivia Long, Peder Nielsen, Mary Rees, Alex Kolesnik, Clare Geisen, Dave Umstot
Conference Call: Steve Hall, Luis Sanchez
Not Present: Ashley Lajoie, Greg Gillespie, Linda Kama'ila, Jamillah Moore
Chair: Michael Shanahan
Recorder: Patti Blair
Approved:

Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Assigned to:
Opening of Meeting	Mr. Shanahan welcomed everyone to the meeting.	N/A	Michael Shanahan
Weekend Police Coverage	<p>Follow-up from February 27. Mr. Fahnestock indicated Chief Justice is currently working on this item and will provide information, as available.</p> <p>Mr. Nielsen commented on two events scheduled at Ventura College the weekend of March 27 and the need for increased security/police coverage.</p> <p>Ms. Colvin indicated a continued need at Moorpark College for additional security/police coverage.</p>	Mr. Fahnestock and Mr. Shanahan expressed concern about coverage and were unaware of the deficiencies discussed. Consultation Council Members discussed increased civic center activities and the need to reevaluate security/police coverage to adequately staff campus activities and events.	Brian Fahnestock Michael Shanahan

Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Assigned to:
		<p>Mr. Fahnestock will contact Ventura College Vice President Keebler to discuss police coverage for the weekend of March 27.</p> <p>Chief Justice will be invited to the May 1, 2015 Consultation Council Meeting to address this subject.</p>	
<p>Review of Consultation Council Notes</p> <ul style="list-style-type: none"> February 27, 2015 	<p>The notes from the February 27, 2015 meeting were reviewed and approved.</p>	<p>N/A</p>	<p>Michael Shanahan</p>
<p>Board Agenda</p>	<p>Mr. Shanahan led a review of the April 14, 2015 Board Meeting agenda.</p> <p>There was a discussion on 15.04 Employment and Position Control: Approval of the Abolishment and Establishment of Positions related to funding. Staff will review the notes from the March 24, 2015 Finance and Capital Planning Committee minutes to clarify the funding source.</p>	<p>N/A</p>	<p>Michael Shanahan</p>

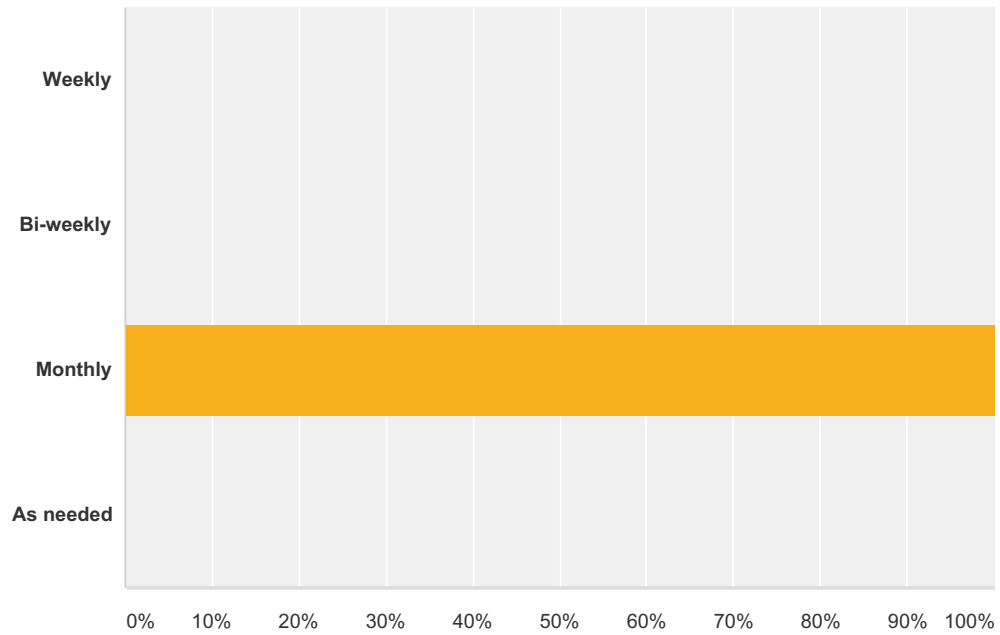
Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Assigned to:
Draft District Mission Statement	Ms. Geisen discussed the draft District Mission Statement and the revision process. During the last several months, Trustees and Ms. Geisen discussed feedback and proposed revisions. The revised draft mission statement will be agendized during the April 8 Policy and Legislative Committee for review, and agendized for First Reading at the May 12 Board of Trustees Meeting.		Clare Geisen
District Council on Accreditation and Planning	There was no update provided.	N/A	Greg Gillespie
Student Success Implementation Task Force	Dr. Duran indicated the previously scheduled meeting on March 27 was cancelled and reported that Information Technology staff is currently working on the collection of student success data related to assessment, orientation, and educational plans.	The next meeting is scheduled April 27, 2015. The Task Force will provide a future recommendation to DCAP on the necessity of continuing the Student Success Implementation Task Force.	
Future/Other Agenda Items:	<ul style="list-style-type: none"> • Security Coverage • Civic Center Coordination • Board Evaluation • Governance Surveys 		Consultation Council Members

Agenda Item	Summary of Discussion	Action (If Required or Information Provided)	Assigned to:
Future Consultation Council Meetings	<u>2015</u> May 1 (BoT Mtg. May 12) June 5 (BoT Mtg. June 16) June 12 (BoT Mtg. June 23) July 2 (BoT Mtg. July 14) July 31 (BoT Mtg. August 11) August 28 (BoT Mtg. September 8) October 2 (BoT Mtg. October 13) October 30 (BoT Mtg. November 10) November 25 (BoT Mtg. December 8)		

DRAFT

Q1 1. How often did the committee meet?

Answered: 14 Skipped: 0

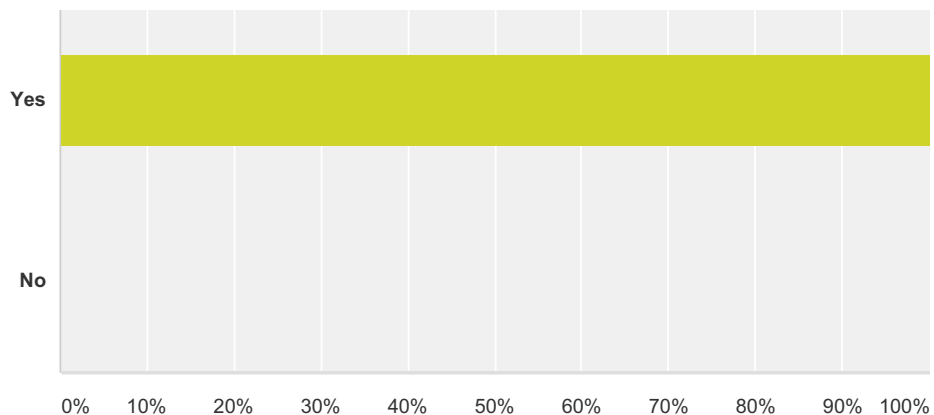


Answer Choices	Responses
Weekly	0.00% 0
Bi-weekly	0.00% 0
Monthly	100.00% 14
As needed	0.00% 0
Total	14

#	Should it meet more frequently? Less frequently? If so, why?	Date
1	Monthly meetings work well.	3/17/2015 6:29 PM
2	Frequency and timing is good.	3/17/2015 10:08 AM
3	I only when once so I'm not sure about the frequency	3/16/2015 7:33 PM
4	I think once a month is the right frequency.	3/9/2015 3:17 PM
5	No.	3/6/2015 3:04 PM

Q2 2. Does the committee charge reflect the business of the committee? (Charge provided below.)"The District Consultation Council is the representative body designed to facilitate cross-District communication, support the governance processes at each College, and assist in District governance as described in the accreditation standards. The District Consultation Council facilitates and integrates communication across the four sites of the District by:--Reviewing the Board agenda prior to action by the Trustees; --Recommending appropriate participatory governance structures for the District, and monitoring and assessing effectiveness of the implementation of said governance structures; and --Receiving and analyzing recommendations from College governance bodies and determining the appropriate next step for such recommendation.

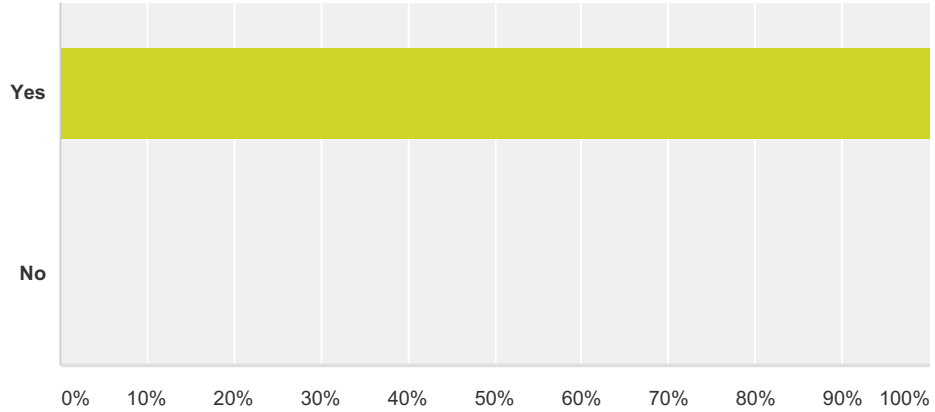
Answered: 14 Skipped: 0



Answer Choices	Responses	
Yes	100.00%	14
No	0.00%	0
Total		14

Q3 3. Is the committee environment conducive to open discussion of relevant issues?

Answered: 13 Skipped: 1

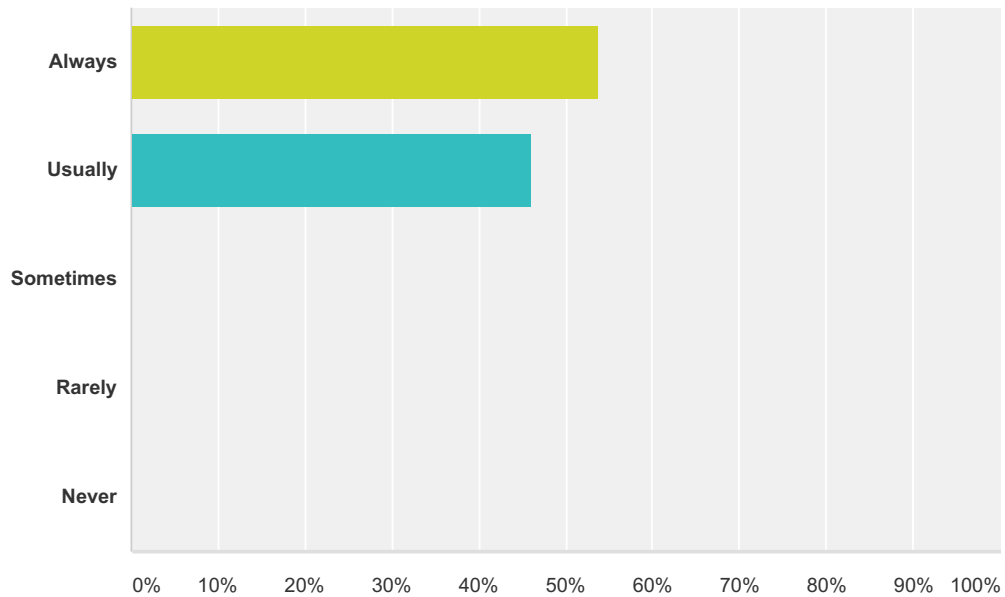


Answer Choices	Responses
Yes	100.00% 13
No	0.00% 0
Total	13

#	If "no," please explain your response.	Date
1	Usually. Sometimes it's seems to be about hurrying through the agenda vs. reviewing it.	3/19/2015 9:30 PM
2	Dr. Moore encourages dialogue on relevant issues.	3/17/2015 6:29 PM
3	If the committee member speaks up quickly and confidently, relevant issues can be stated without fear.	3/17/2015 10:08 AM
4	I think the environment is conducive to open discussion, however, we rarely have substantive discussions on issues outside of the BOT agenda.	3/6/2015 3:04 PM

Q4 4. Are the issues brought to the committee effectively addressed in a timely manner?

Answered: 13 Skipped: 1

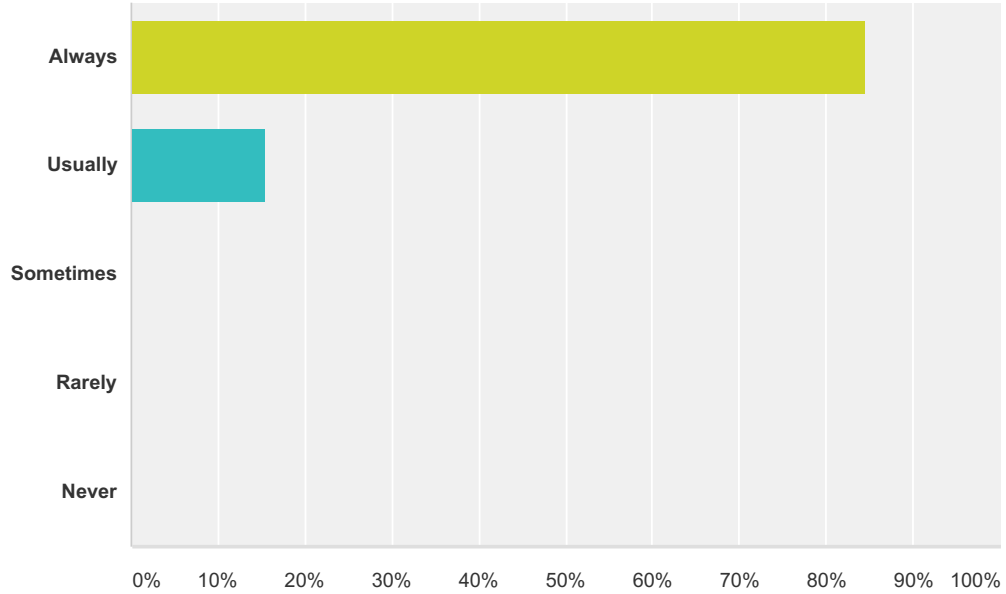


Answer Choices	Responses
Always	53.85% 7
Usually	46.15% 6
Sometimes	0.00% 0
Rarely	0.00% 0
Never	0.00% 0
Total	13

#	Please explain your response.	Date
1	Issues are addressed at the meeting with a plan for directed follow up if needed.	3/18/2015 1:42 PM
2	There are times when District-wide items take longer than anticipated to address or resolve to ensure constituent feedback.	3/17/2015 6:29 PM
3	I am aware of only two over the past few months; and those were addressed and resolved in a timely manner. All types of issues that arise are acknowledged.	3/17/2015 10:08 AM
4	I only went once, so I'm not sure	3/16/2015 7:33 PM
5	It seems the safety discussion was put off...	3/9/2015 3:17 PM
6	Issues brought to the table are usually addressed immediately and a determination is made as to whether or not the issue should be brought for more discussion.	3/9/2015 8:08 AM
7	Patti Blair does an outstanding job in supporting the committee. She is prepared, professional, and always follows up with constituent objections to assure accuracy which is vital to building trust and having an open dialogue about agenda items being considered by the BOT.	3/6/2015 3:04 PM

Q5 5. Are the committee's agendas posted and accessible in an easy and timely manner?

Answered: 13 Skipped: 1

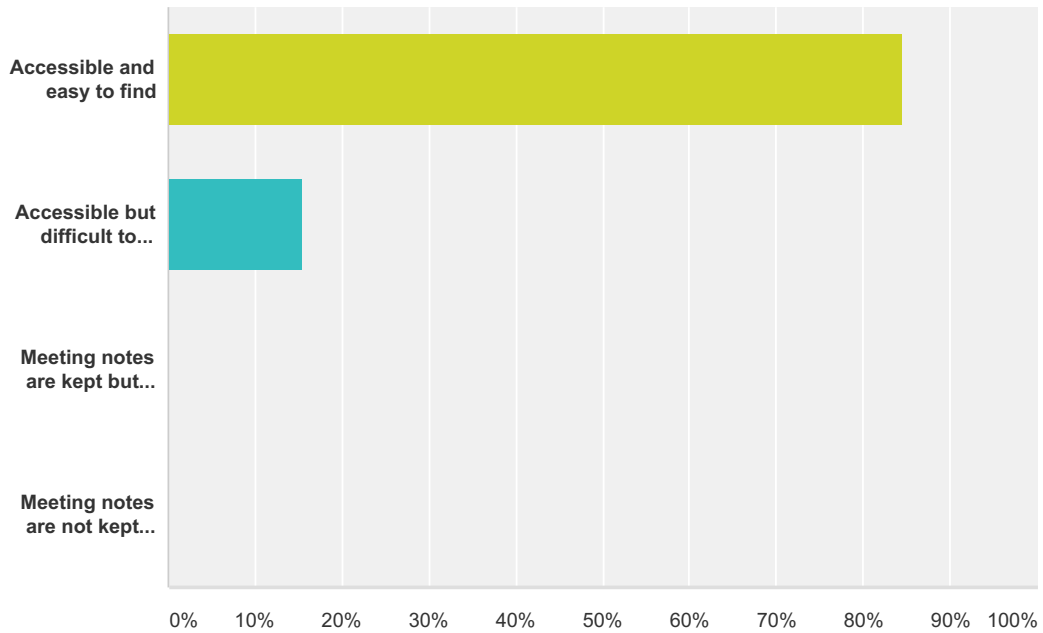


Answer Choices	Responses
Always	84.62% 11
Usually	15.38% 2
Sometimes	0.00% 0
Rarely	0.00% 0
Never	0.00% 0
Total	13

#	Please explain your response.	Date
1	Don't know	3/16/2015 7:33 PM
2	Ms. Patti Blair does an excellent job with the agenda.	3/9/2015 3:17 PM

Q6 6. Are the committee meeting notes readily accessible?

Answered: 13 Skipped: 1

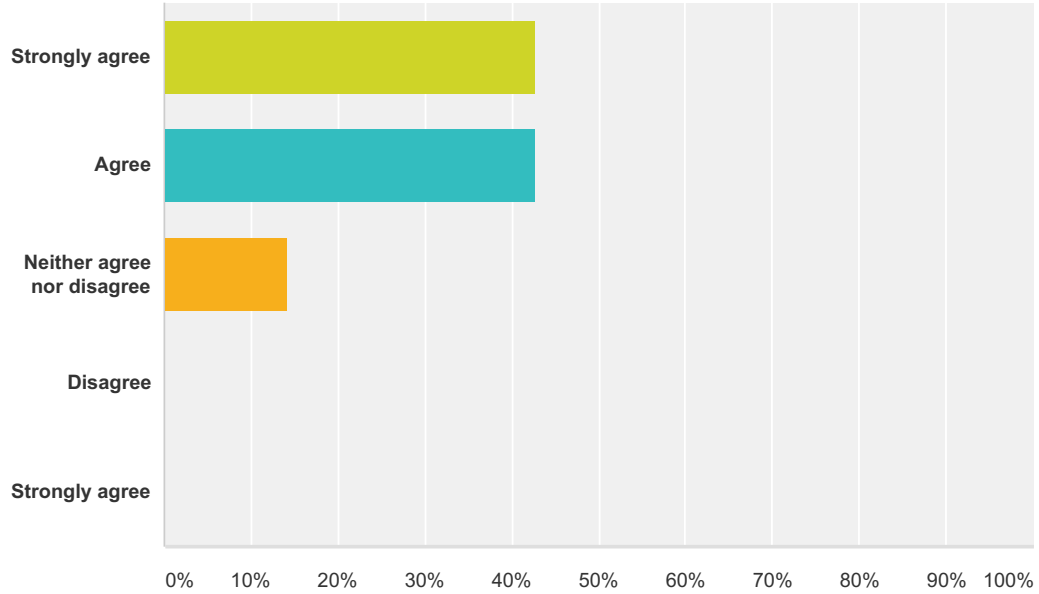


Answer Choices	Responses
Accessible and easy to find	84.62% 11
Accessible but difficult to find	15.38% 2
Meeting notes are kept but not posted	0.00% 0
Meeting notes are not kept (that I am aware of)	0.00% 0
Total	13

#	Please explain your response.	Date
1	Not sure	3/16/2015 7:33 PM

Q7 7. To what degree do you agree with the following statement: "The business of the committee was accomplished effectively"?

Answered: 14 Skipped: 0



Answer Choices	Responses	
Strongly agree	42.86%	6
Agree	42.86%	6
Neither agree nor disagree	14.29%	2
Disagree	0.00%	0
Strongly agree	0.00%	0
Total		14

#	Please explain your response.	Date
1	Meetings are well run and efficient.	3/20/2015 1:26 AM
2	Dr. Moore does an excellent job of efficiently and effectively conducting the meeting business.	3/9/2015 3:17 PM
3	The committee conducts its business effectively as it relates to reviewing agenda items for the BOT meeting.	3/6/2015 3:04 PM

Q8 8. What gaps (if any) in systems need to be addressed in order to support the planning efforts, research needs, or communication issues necessary for this committee to function more effectively?

Answered: 2 Skipped: 12

#	Responses	Date
1	No gaps. I think this committee works together nicely.	3/17/2015 9:16 AM
2	I only went once so I'm not sure	3/16/2015 7:33 PM

Q9 9. Discuss agenda items that need completion, items for future consideration by the committee, and/or changes needed to improve the effectiveness of this committee.

Answered: 3 Skipped: 11

#	Responses	Date
1	We really need to work on Professional development (PD) funding, We need a PD district policy that encourages it's employees to participate in PD activities, work shops, and conferences to help better serve our students. I truly think our committee works well.	3/17/2015 9:16 AM
2	I believe so. The last meeting I do not recall any future possible items on the agenda.	3/16/2015 7:33 PM
3	I appreciate the efforts from everyone to make the meetings brief and concise. However, I would recommend that presentations being given to the BOT be presented to the DCC in advance so that there are "no surprises" at the BOT meeting.	3/6/2015 3:04 PM