



**Friday, April 6, 2012
Chancellor's Consultation Council**

**Ventura County Community College District
Consultation Council
District Administrative Center
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
8:30 a.m.**

1. Call to Order: 8:30 a.m.

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review of Consultation Council Notes from March 30, 2012

3. Participatory Governance

3.01 Review VCCCD Governance Chart and Narrative.

4. Other Items

4.01 Future Meetings

5. Adjourn Meeting

5.01 Adjourn meeting



Agenda Item Details

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|----------|--|
| Meeting | Apr 06, 2012 - Chancellor's Consultation Council |
| Category | 1. Call to Order: 8:30 a.m. |
| Subject | 1.01 Call to Order |
| Access | Public |
| Type | Information |

Public Content

Administrative Content



Agenda Item Details

| | |
|----------|---|
| Meeting | Apr 06, 2012 - Chancellor's Consultation Council |
| Category | 2. Review of Consultation Council Notes |
| Subject | 2.01 Review of Consultation Council Notes from March 30, 2012 |
| Access | Public |
| Type | Discussion |

Public Content

Administrative Content




Agenda Item Details

| | |
|----------|---|
| Meeting | Apr 06, 2012 - Chancellor's Consultation Council |
| Category | 3. Participatory Governance |
| Subject | 3.01 Review VCCCD Governance Chart and Narrative. |
| Access | Public |
| Type | Discussion |

Public Content

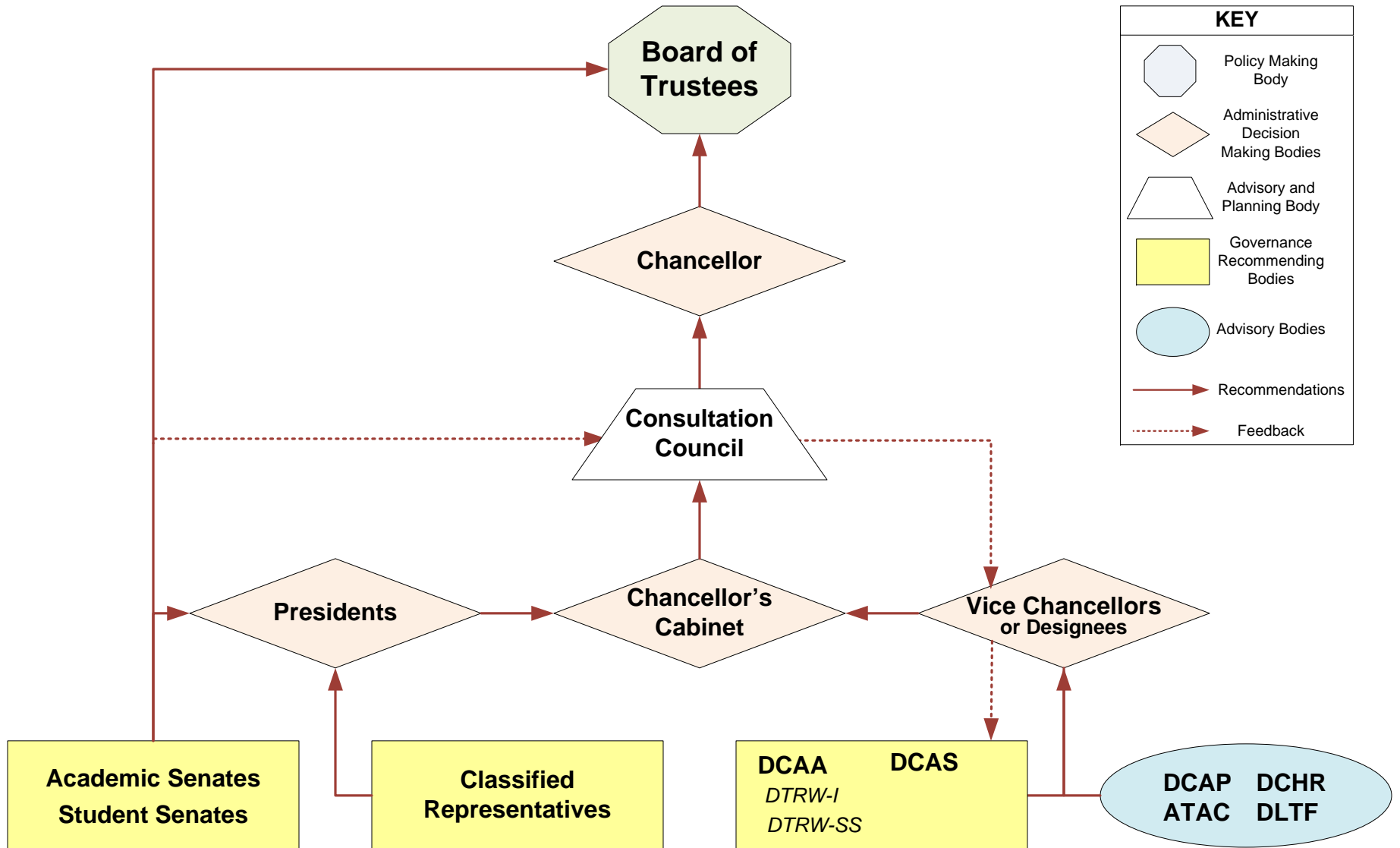
 [Governance Pathways April 2 2012.pdf \(28 KB\)](#)

 [Participatory Governance Handbook rev 04.02.12 excerpt from Chancellors Cabinet.pdf \(162 KB\)](#)

Administrative Content

VCCCD Governance

Deliberation and Recommendation Pathways



District Consultative Structure

General Operating Agreements for District Groups

Operating agreements outline the rules of conduct, desired behaviors, delegation of authority, and the roles and responsibilities of individuals who are committee members.

While some District groups may develop operating agreements specific to its tasks as detailed later in this Handbook, there are ~~seven~~six overall operating agreements for VCCCD groups.

1. All members of District groups understand that they attend meetings to represent constituent groups at a College or the District Administrative Center. In this role, members formulate recommendations to the Chancellor through consultation and are responsible to serve as a conduit for information and the catalyst for discussion on topics raised at the District group and within the constituent group. These topics include, but are not limited to, the specific areas outlined in state law and regulation as defined in Appendix III of this Handbook.
2. Team members are committed to their group's charge and to agreed-upon norms for operating in District groups. In the first fall meeting, each governance group will:
 - Distribute and discuss the group's charge and reporting structure to the group membership's understanding of the relationship between the Colleges' governance structures and the District groups
 - Develop norms for working as a team (see Appendix I for suggestions)
 - Develop operating agreements for determining recommendations
 - Review or establish task-specific operating agreements, if needed
3. Team members are committed to regular attendance and understand that matters before District groups will be acted upon irrespective of absent members.
4. District groups will meet on either Thursday or Friday. The schedule for groups is established for the coming academic year in the final meeting of the preceding spring semester. Once set, the schedule may be adjusted only by consensus of the group members.

~~5. Members to District groups are appointed by March of each spring semester for the coming academic year.~~

~~6.5.~~ A record of each meeting is distributed to the Chancellor's Office, to committee members, and is posted on the District website.

7.6. Recommendations from all District groups are forwarded to the Chancellor. The chairs are responsible for tracking the progress of those recommendations and providing feedback to the District group on the approval, rejection, or modification of the recommendations. All District consultative bodies are expected to conduct their work efficiently and provide recommendations to the Chancellor on a timely basis. Failure to provide recommendations in a reasonable period of time will result in the Chancellor exercising ~~his/her~~-delegated authority to act independently for the good of the District.

Roles

Critical to the integrity of the College and District governance structure is that each member of the District community understands the roles, responsibilities, and accountability of each constituent group in the governance process.

Members of the District have the authority and responsibility to make recommendations in matters appropriate in scope. The scope for each constituent group outlined below is derived from several sources: the Government Code of California, California Code of Regulations, ~~(see relevant sections of Title 5 in Appendix III)~~, VCCCD Board Policy, District practices and procedures, and job descriptions.

Role of the Board of Trustees

The Board of Trustees are representatives of the [broad](#) community, elected to act as guardians of the public's trust. Although they are elected within subsections of Ventura County, they are accountable to all county citizens. ~~As described in the previous section of this Handbook,~~ the Board's primary responsibility is to establish District policies that align with the minimum standards set by the Board of Governors of the California Community Colleges.

The Board of Trustees is the final voice in the District subject to the laws and appropriate regulations of the State Legislature and State Chancellor's Office. The Board completes the work outlined in Education Code 70902 ~~(included in Appendix III)~~ with a focus that is articulated by its mission and vision. ~~In these statements, most recently reviewed and adopted on July 14, 2009, and March 13, 2007, respectively, the members of the Board defined the end result of the efforts at the Colleges and District.~~ The Board ensures that ~~this the~~ mission and vision will be accomplished by assigning responsibilities to District employees through job descriptions. In this way, the Board remains outside the operations of the District.

[The following responsibilities are stated in Education Code Section, which authorizes and defines local boards. The section also authorizes local boards to](#)

delegate their power to the chief executive officer and other college staff and committees, unless specifically prohibited by law.

1. Establish rules and regulations not inconsistent with the regulations of the Board of Governors 1. s and the laws of this state.
2. Establish policies for and approve comprehensive, academic, and facilities plans.
3. Establish policies for and approve courses of instruction and educational programs.
4. Establish academic standards and graduation requirements.
5. Employ all personnel and establish employment practices.
6. Determine budgets within legal constraints, and determine the needs for tax and bond elections.
7. Manage and control district property.
8. Establish procedures for effective involvement in the local decision-making process.
9. Establish rules for student conduct.
10. Establish fees as required by law.
11. Accept grants, gifts, and scholarships.
12. Provide auxiliary services as necessary.
13. Determine the academic calendar.
14. Participate in the Board of Governors' state consultation process.

Boards of Trustees in California delegate significant authority to the CEO, as well as to the Academic Senate according to Title 5 regulations. Effective boards limit their role to developing broad policy and providing oversight in the areas listed above, and delegate the responsibility for administrative and professional duties to the professionals in the colleges.

As a legislative body, the VCCCD Board of Trustees conducts deliberations and actions openly within the realm of public scrutiny consistent with Government Code Section 54953, also known as the Ralph M. Brown Act. Minutes are prepared for all actions taken by the VCCCD Board of Trustees to serve as the District's public record.

Role of District Chancellor

The Chancellor is the chief executive officer of the District and administrative agent of the Board of Trustees and, as such, is the District's only employee reporting directly to the Board. The Chancellor is accountable for the operation of the District and for providing policy recommendations to the Board. Further definition of the Chancellor's responsibilities is provided in the following section on the Role of Administrators and further referred to in BP 2430 Delegated Authority to Chancellor.

~~The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates and Associated Student Governments (ASG) retain the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.~~

Role of Faculty

Full-time and part-time faculty members at each College are represented in governance by an Academic Senate. The Academic Senate at each College assumes primary responsibility for making recommendations in the areas of curriculum, academic standards, and other areas of professional and academic matters identified in Assembly Bill 1725.

The VCCCD Board of Trustees agreed in Board Policy 2510 to function with the Colleges' Academic Senates in academic and professional matters under the mutual agreement option. When the Board elects to provide for mutual agreement with the Academic Senates, and an agreement has not been reached, existing policy shall remain in effect unless such policy exposes the District to legal liability or fiscal hardship. In cases where there is no existing policy, or when legal liability or fiscal hardship requires existing policy to be changed, the Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Through the three Academic Senates and their College governance structure, recommendations are made to the administration of its College and the District on the following specific academic and professional matters:

- Curriculum, including establishing prerequisites and placing courses within disciplines;
- Degree and certificate requirements;
- Grading policies;
- Educational program development;
- Standards or policies regarding student preparation and success;
- District and College governance structures, as related to faculty roles;
- Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- Policies for faculty professional development activities;
- Processes for program review; and
- Processes for institutional planning and budget development

Academic Senates have a statutory requirement to confer with students in their respective areas of responsibility.

Consultation is required on “processes” in program review, planning, and budgeting. Consultation is not required on the “content” of program review, planning, and budgeting. Consultation on processes in program review, planning, and budgeting means exactly that: It is not required to consult collegially on the “content” of program review, planning, and budget documents (although many people may be involved in the development of those activities).

Academic Senates appoint faculty members to District groups.

Role of Classified Staff

Classified staff members include College and District employees in a wide range of positions. Classified staff members are provided with opportunities to participate in the formulation and development of District and College recommendations as well as in the processes for developing recommendations that have or will have a significant effect on them.

SEIU recommends classified representatives for appointments to the various groups as identified through Article 4.8 of the agreement between the Ventura County Community College District and Service Employees International Union Local 99.

Role of Administrators

The job descriptions for College and District administrators assign specific roles for administrators. Administrators ~~meet weekly to discuss~~address issues of District-wide impact, including governance recommendations, operational matters to ensure alignment of practices, cross-District communication, uniform application of policies and procedures, progress on District goals, and Board support in ~~D~~istrict-wide planning processes.

Role of Students

Students at each College are represented by an Associated Student Government organization composed of elected officers. Each College’s student government organization operates in accordance with its own constitution and bylaws and is responsible for appointing student representatives to serve on District councils. In their role representing all students, they offer opinions and make recommendations to the administration of the College and to the Board of Trustees with regard to District and College policies and procedures that have or will have a significant effect on students. Those areas are specifically defined as:

- Grading policies;
- Codes of student conduct;

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- Academic disciplinary policies;
 - Curriculum development;
 - Courses or programs which should be initiated or discontinued;
 - Processes for institutional planning and budget development;
 - Standards and policies regarding student preparation and success;
 - Student services planning and development;
 - Students fees within the authority of the District to adopt; and
 - Any other District and College policy, procedure, or related matter that the District Board of Trustees determines will have a significant effect on students.

Generally, the ~~VCCCD~~ Board of Trustees shall not take action on a matter having a significant effect on students unless they have been provided with an opportunity to participate in the recommendation process.

Administrative Decision-Making Bodies

Chancellor's Cabinet

The Chancellor's Cabinet meets weekly to discuss issues of District-wide impact, including governance recommendations, operational matters to ensure alignment of practices, cross-District communication, uniform application of policies and procedures, progress on District goals, and Board support in district-wide planning processes. Items that require consistent implementation that emerge from Chancellor's Cabinet discussions will be communicated to the College and District Administrative Center personnel as appropriate.

On a periodic basis, Chancellor's Cabinet meets with Chancellor's Administrative Council.

Chair: District Chancellor

Members: College Presidents (3)
Vice Chancellor of Business and Administrative Services
Vice Chancellor of Human Resources
Director of Administrative Relations

District Advisory Bodies

District Consultation Council

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.

~~Recommendations on governance issues originate from two sources. Primarily, recommendations flow from the governance processes at the Colleges. When the recommendations impact a single College, they are reviewed and implemented within that College. However, when recommendations have District-wide impact, these are reviewed by the District Consultation Council. This body does not replace College governance, does not function as a District Academic Senate, does not contravene the legal and statutory roles and responsibilities of the Academic Senates at the three Colleges, and does not prevent any of the Academic Senates from communicating directly with the Board of Trustees.~~

~~Less frequently, recommendations flow from a source external to a College, such as changes in law or regulation, recommendations from an accreditation visit, or a charge from the Board of Trustees. In these instances, the District Consultation Council functions with an agreement of District-wide review: new and substantively revised policies and procedures are forwarded to the Board only after review and comment by the appropriate College governance bodies followed by review and analysis by the District Consultation Council.~~

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;
- Receiving and analyzing recommendations from College governance bodies and determining the appropriate next step for such recommendation;
- Monitoring District-wide compliance with accreditation standards for the Accrediting Commission for Community and Junior College/Western Association of Schools and Colleges; and
- ~~Reviewing the Board agenda prior to action by the Trustees;~~
- Serving as the District-wide strategic planning body of the District; and
- ~~Developing and evaluating drafts of Board policies and procedures.~~

Constituent agreement/disagreement on Board items discussed in Consultation Council are noted as a Board informational item in the Chancellor's summary statement "Chancellor's Recommendations of Board of Trustees Agenda."
Discreet agenda items presented to the Board in areas of senate primacy contain

advisory recommendations and comments from Chancellor, President, Executive Vice President, and Dean.

The Chancellor has the right to accept, reject, or modify recommendations from the District Consultation Council. When the Chancellor rejects or modifies a recommendation from the District Consultation Council, he/she informs that group of the objections to their recommendation. The Academic Senates and Associated Student Governments (ASG) retain the right to present their comments on the Chancellor's recommendation directly to the Board of Trustees.

The authority of the District Consultation Council is limited by the scope of delegated Board authority to the Chancellor, collective bargaining agreements, and constituent group authority as provided by law. This council meets once per month ~~on a Friday~~, unless it is necessary to hold an additional meeting. The District Consultation Council engages in a formative assessment of its processes annually.

Members understand that they attend meetings to represent constituent groups at a College or the District Administrative Center. In this role, members formulate recommendations to the Chancellor through consultation and are responsible to serve as a conduit for information and the catalyst for discussion on topics raised at the District group and within the constituent group. These topics include, but are not limited to, the specific areas outlined in state law and regulation as defined in Appendix III of this Handbook.

Chair: District Chancellor

Members: Vice Chancellor of Business and Administrative Services
Vice Chancellor of Human Resources
Director of Administrative Relations
Chancellor Appointed Academic Administrator
One District Classified Representative
One Classified Confidential Representative

From Each College:

College President
Academic Senate PresidentAcademic Senate President or designee
Classified Senate President
Associated Student Government Representative

From the Collective Bargaining Units:

AFT President
SEIU President

District Council on Accreditation and Planning (DCAP)

The District Council on Accreditation and Planning (DCAP) is an evolving ~~temporary~~ body that ~~has been~~ was established to address immediate accreditation and planning issues. As such, DCAP advises the Chancellor through Cabinet and the District Consultation Council on matters pertaining to the development, monitoring, and evaluation of District-wide planning and accreditation cycle activities.

Members understand that they attend meetings to represent constituent groups at a College or the District Administrative Center. In this role, members formulate recommendations to the Chancellor through consultation and are responsible to serve as a conduit for information and the catalyst for discussion on topics raised at the District group and within the constituent group. These topics include, but are not limited to, the specific areas outlined in state law and regulation, ~~as defined in Appendix III of this Handbook.~~

Typically, this committee meets monthly.

Membership will be expanded by December 31, 2012.

Chair: Appointed by the Chancellor (currently Chancellor's Designee) ~~in the absence of a Vice Chancellor for Academic Affairs)~~

Members: Appointed by the Chancellor (currently Vice Chancellor, Business and Administrative Services)
Student Trustee
Others as determined by the Chancellor

From Each College:

College President
Academic Senate President
Academic Senate President or designee

District Council on Human Resources

The District Council on Human Resources (DCHR) is advisory to the Chancellor on human resources policies and procedures. This charge includes:

- Develop the first draft of Board policies on human resources;
- Develop the first draft of District procedures to implement the related Board policies on human resources;
- Review implementation processes that accompany innovations in technology to support human resources; and
- Facilitate discussion on common interests among the three colleges with regard to human resources issues.

Chair: Vice Chancellor of Human Resources

Members: Human Resources Department Manager(s)
AFT Representative

From Each College:

Executive Vice President
~~Academic Senate President~~Academic Senate President or
designee

Classified Representative

Typically the committee meets monthly during the academic year.

Human Resources Operations Committee

~~The Human Resources Operations Committee (HROC) provides a forum to discuss human resources issues/matters and provide input before implementation of human resources department changes that impact district-wide services or to confirm support on issues prior to discussions in DCHR. This forum assists in communication processes between Human Resources and the colleges and helps to create procedures and processes that support the needs of all constituents. The members are responsible to carry information to and from their peers to the committee.~~

~~Chair: Human Resources Department Manager(s) (co-chairs)~~

~~Member: Vice Chancellor, Human Resources~~

~~From Each College:~~

~~— Vice President of Business Services~~

~~— Representative Dean~~

~~The group meets monthly on the first Tuesday.~~

Administrative Technology Advisory Committee

The Administrative Technology Advisory Committee (ATAC) advises the Chancellor on technology planning and priority setting for all technologies not used in the teaching/learning process, including Banner enhancements. Such activities may include, but are not limited to, evaluating and prioritizing tasks, including implementation timelines and the identification of needed resources; setting priorities for fiscal and staff resources; and making recommendations to

revise business processes and functionalities to improve procedures and productivity.

Ad hoc committees are assigned specific components of projects as needed.

Chair: Associate Vice Chancellor of Information Technology

Members: Vice Chancellor of Business and Administrative Services,
Vice Chancellor of Human Resources,
Director of Administrative Relations,
District Information Technology Project Support Staff

From Each College: Executive Vice President of Student Learning
Vice President of Business Services.

Governance Recommending Bodies

District Council on Academic Affairs (DCAA)

The District Council on Academic Affairs (DCAA): advises the Chancellor through Cabinet and the District Consultation Council regarding instructional program development and related Board policies, administrative procedures, and standard operating practices; DCAA facilitates the coordination of District college programs and reviews institutional offerings for redundancy, growth and development, and discontinuance; aAnd prepares the initial draft of the educational master plan as it relates to instruction and student services. The District Council on Academic Affairs is advised by two District workgroups on academic and professional matters (DTRW-I and DTRW-SS). The workgroups focus on instruction and student services in program development.

Members understand that they attend meetings to represent constituent groups at a College or the District Administrative Center. In this role, members formulate recommendations to the Chancellor through consultation and are responsible to serve as a conduit for information and the catalyst for discussion on topics raised at the District group and within the constituent group. These topics include, but are not limited to, the specific areas outlined in state law and regulation, as defined in Appendix III of this Handbook.

Typically, this committee meets monthly.

Co-Chair: One College Executive Vice President designated by the Chancellor in the absence of an Academic Affairs Vice Chancellor Appointed by the Chancellor (currently one College Executive Vice President).

One faculty member selected by the DCAA Council

From Each College: Executive Vice President—
Academic Senate President [or designee](#)
Vice President, Business Services
Faculty co-chair of campus planning committees or a
college faculty designee
Associated Student Government Representative
Additional college faculty member

District Technical Review Workgroup - Instructional – (DTRW-I)

The ~~charter of the~~ District Technical Review Workgroup - Instructional (DTRW-I) is:

- To safeguard the primacy of each College Curriculum Committee and the College faculty in the design and modification of courses and programs, and
- To put into practice the collaboration of faculty and District administration in ensuring the technical and legal accuracy of new and substantively revised courses and programs approved by each College's Curriculum Committee.

The DTRW-I is an advisory group to DCAA. It reviews curriculum submitted by the three VCCCD College Curriculum Committees. The DTRW-I is responsible for reviewing new and substantively revised courses and programs prior to submission through DCAA to the Chancellor and the Board of Trustees. ~~The Chancellor holds the~~ DTRW-I is responsible for ensuring the technical and legal accuracy of all components of new and substantively revised courses and programs. In addition, the DTRW-I may choose to review and provide advice on questions regarding the interpretation of curricular regulations. To fulfill these charges, members of this workgroup are assigned responsibility for remaining current on all regulations and laws related to curriculum. This group meets monthly during the academic year, ~~on the fourth Thursday.~~

In addition to the general operating agreements for District groups included previously in this Handbook, DTRW-I follows these additional operating agreements:

- Membership in DTRW-I for the following academic year will be chosen in the spring to ensure:
 - The members are prepared to meet as early as needed in the fall;
 - There is sufficient time for summer training on curriculum; and
 - There is sufficient time for members' schedules to be adjusted, if needed, to accommodate the DTRW-I meeting schedule.

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- The Colleges' Curriculum Committees forward new and substantively revised courses, degrees, and certificates to the DTRW-I for review no later than 5:00 p.m. on the third Friday of each month. Each College will submit one packet via the DTRW-I email address. Revisions to this packet made after the submission date will be deferred to the following DTRW-I meeting.
 - Substantively revised courses are presented to the DTRW-I in conventional legislative format, with each College's current catalog as the foundational document. If there is a proposed revision to a course that is not yet published in the College catalog, the Executive Vice President from that College will bring the current course outline.
 - ~~At least two members of the DTRW-I will be chosen by the DTRW-I (at least one faculty member and one administrator) to research technical and legal questions and provide documentation for distribution to the DTRW-I and to the College Curriculum Committees.~~
 - When the DTRW-I determines that element(s) of a new or substantively revised course or program do not comply with regulation or law, the DTRW-I, via the Colleges' representatives, shall advise the College Curriculum Committee of the variance, citing specific authority. The College Curriculum Committee shall duly consider the advice of the DTRW-I.
 - Should the College Curriculum Committee's determination vary from the advice of the DTRW-I, documentation articulating the varying interpretations of technical/legal point(s) in dispute are forwarded to ~~the~~ Chancellor/DCAA.
 - New and substantively revised courses and programs will be placed on the Board Agenda only after ~~(a)~~ approval by the originating College Curriculum Committee and ~~(b)~~ review by ~~the~~ DTRW-I and DCAA.
 - ~~All new courses and programs reviewed by DTRW-I will be forwarded to the Board of Trustees by the College Curriculum Committees.~~ Course and program activity requiring DTRW-I and DCAA review and Board approval are:
 - Curricular matters involving international travel
 - All new degrees, certificates, and awards
 - Deleted degrees, certificates, and awards
 - Substantial revisions of degrees, certificates, and awards
 - All new courses
 - Substantial revisions of courses, including changes to:

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1. Title (if substantial)
 2. Units and/or Hours (if increased)
 3. Description (if substantial)
 4. Prerequisite(s) and/or Corequisite(s) (if substantial)
 5. Fees required
 6. Course repetition (added or increased)

Course and program activity requiring College Curriculum Committee review only are:

- Non-substantive revisions to degrees, certificates, and awards
- Deleted courses
- Experimental courses (offered for only one year)
- Reintroduced courses (deleted within past two years) with no substantial revisions
- Non-substantive revisions of courses including changes to:
 1. Course ID (discipline name or abbreviation plus alphanumeric designation)
 2. Title (if modest – e.g., Black Literature to African American Literature)
 3. Units and/or Hours (if no increase)
 4. Prerequisite(s) and/or corequisite(s) (correction, reduction, elimination)
 5. Recommended preparation
 6. Description (if non-substantive)
 7. Fees (removed)
 8. Course repetition (reduced or removed)
 9. Field trips (required or may be required or removed)
 10. Former course ID (pro forma with revision of course ID)
 11. Co-designation (same as)
 12. Pass/No Pass only (no letter grade)
 13. Not applicable for degree credit
 14. Transfer credit
 15. Distance education

- The Board Agenda template for new and substantively revised courses and programs will include the notation “Reviewed by ~~District Technical Review Workgroup – Instructional~~District Council on Academic Affairs (DCAA).”

Members understand that they attend meetings to represent constituent groups at a College or the District Administrative Center. In this role, members formulate recommendations to the Chancellor through consultation and are responsible to serve as a conduit for information and the catalyst for discussion on topics raised

at the District group and within the constituent group. These topics include, but are not limited to, the specific areas outlined in state law and regulation as defined in Appendix III of this Handbook.

| Typically, this workgroup meets monthly [during the academic year](#).

| Chair: The Chancellor appoints a member to serve as ~~his/her representative~~ [the administrative chair](#) on this workgroup. This member co-chairs the workgroup with a faculty member. The home College for the faculty co-chair is rotated among the three Colleges, and the maximum term for a faculty co-chair is one year.

From Each College:

Executive Vice President
Faculty co-chair of the College Curriculum Committee
Articulation Officer

District Technical Review Workgroup – Student Services (DTRW -SS)

The District Technical Review Workgroup (DTRW-SS) is an advisory group to DCAA. It is responsible for the review and development of Board policies, administrative procedures and standard operating practices in the student support area prior to submission through DCAA to the Chancellor and Board of Trustees. It may also serve as a body providing operational and procedural advice to DCAA for issues that impact students district-wide.

Members understand that they attend meetings to represent constituent groups at a College or the District Administrative Center. In this role, members formulate recommendations to the Chancellor through consultation and are responsible to serve as a conduit for information and the catalyst for discussion on topics raised at the District group and within the constituent group. These topics include, but are not limited to, the specific areas outlined in state law and regulation as defined in Appendix III of this Handbook.

| Typically, this workgroup meets monthly [during the academic year](#).

| Chair: The Chancellor appoints [an Executive Vice President as chair. a member to serve as his/her representative on this workgroup.](#) This member co-chairs the workgroup with another member selected by the entire group; this co-chair position is rotated annually among the three Colleges. The maximum term for a co-chair selected by the group is one year.

From Each College:

Dean of Student Services

Associated Student Government Representative
Registrar
One non-instructional faculty member

~~District Council on Accreditation and Planning (DCAP)~~

~~The District Council on Accreditation and Planning (DCAP) is a temporary body that has been established to address immediate accreditation and planning issues. As such, DCAP advises the Chancellor through Cabinet and the District Consultation Council on matters pertaining to the development, monitoring, and evaluation of district-wide planning and accreditation cycle activities.~~

~~Members understand that they attend meetings to represent constituent groups at a College or the District Administrative Center. In this role, members formulate recommendations to the Chancellor through consultation and are responsible to serve as a conduit for information and the catalyst for discussion on topics raised at the District group and within the constituent group. These topics include, but are not limited to, the specific areas outlined in state law and regulation as defined in Appendix III of this Handbook.~~

~~Typically, this committee meets monthly.~~

~~Chair: _____ Appointed by the Chancellor (currently Chancellor's Designee in the absence of a Vice Chancellor for Academic Affairs)~~

~~Members: _____ Appointed by the Chancellor (currently Vice Chancellor, Business and Administrative Services)
_____ Student Trustee~~

~~From Each College: _____ College President

_____ Academic Senate President

_____~~

District Council on Administrative Services (DCAS)

The District Council of Administrative Services (DCAS), recommends and advises the Chancellor through the Cabinet and the District Consultation Council on budget policy, development, and implementation, including, but not limited to, the District allocation model, business policies, and procedures.

Members understand that they attend meetings to represent constituent groups at a College or the District Administrative Center. In this role, members formulate recommendations to the Chancellor through consultation and are responsible to serve as a conduit for information and the catalyst for discussion on topics raised at the District group and within the constituent group. These topics include, but are not limited to, the specific areas outlined in state law and regulation ~~as defined in Appendix III of this Handbook.~~

District budget office staff provides support to DCAS.

Typically, this committee meets monthly.

Chair: Vice Chancellor of Business and Administrative Services

Members:

Student Representative for the District (1)

AFT Representative (1)

Executive Vice President (1), (appointed by the Chancellor)

From Each College:

Vice President of Business Services

Academic Senate President or designee

Classified Representative

Ad Hoc District Advisory Bodies

Advisory groups are formed by the Chancellor to provide feedback on specific issues or tasks of District functions. The Chancellor appoints members to advisory groups based on their experience, expertise, or employment functions to provide advice on specific areas of concern.

Distance Learning Task Force

The Distance Learning Task Force (DLTF) advises the Chancellor, through the Administrative Technology Advisory Committee (ATAC), on issues, policies, and needs of the District and colleges in the area of technologies needed for teaching and learning including, but not limited to, coordination and implementation of District and college distance education plans, and policies and procedures to sustain the distance education activities within VCCCD.

Recommendations on topics within the 10 areas identified in Assembly Bill 1725 are referred to the College Curriculum Committees or the Colleges' Academic Senates for approval and action in accordance with operating agreements of District governance.

Chair: Associate Vice Chancellor of Information Technology

Members:

From Each College: Executive Vice President of Student Learning
Academic Senate President [or designee](#),
Faculty Members appointed by each Academic Senate.



Agenda Item Details

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|----------|--|
| Meeting | Apr 06, 2012 - Chancellor's Consultation Council |
| Category | 4. Other Items |
| Subject | 4.01 Future Meetings |
| Access | Public |
| Type | Information |

Public Content

Future Meetings

April 27 Agenda Review
May 4 *Governance Review*
June 8 Agenda Review
June 15 Agenda Review
June 22 *Governance Review*
June 29 Agenda Review
July 13 *Governance Review*
August 3 Agenda Review
August 31 Agenda Review
September 28 Agenda Review
November 2 Agenda Review
November 30 Agenda Review

Administrative Content



Agenda Item Details

| | |
|----------|--|
| Meeting | Apr 06, 2012 - Chancellor's Consultation Council |
| Category | 5. Adjourn Meeting |
| Subject | 5.01 Adjourn meeting |
| Access | Public |
| Type | Information |

Public Content

Administrative Content
