

# Ventura County Community College District

## *District Chancellor's Consultation Council*

District Administrative Center – Multi-Purpose Room

May 23, 2008

**Present:** Robin Calote, Eva Conrad, P. Scott Corbett, Richard Durán, Clare Geisen, Jim Meznik, Sue Johnson, Margaret Tennant, Jan Straka, and Monica Zavala

**Recorder:** Eileen Welser

**Meeting Notes:**

| Agenda Item                  | Summary of Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Action | Completion | Assigned |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------------|----------|
| <b>Review of Master Plan</b> | <p>James Meznik provided an overview of the development process for the District Master Plan and the document format. Dr. Meznik indicated the document provided a history of the District and was an educational tool for the Board. He pointed out the District is a state community college with a sensitivity toward community needs. There was discussion regarding the Master Plan and the following suggestions were made:</p> <ul style="list-style-type: none"> <li>• Include ancillary information in appendices.</li> <li>• Provide timelines in last section of the Master Plan.</li> <li>• Include an explanation of the document.</li> <li>• Indicate where the District was, where we are today, and where we will be in the future.</li> <li>• Explain the roles of the Board, Chancellor, faculty, management, and staff.</li> <li>• Include a planning session for the Board.</li> <li>• Stress goal accomplishment/ accountability.</li> <li>• Incorporate information technology guidelines.</li> <li>• Place the Master Plan on the website.</li> </ul> |        |            |          |

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|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------------|----------|
|                      | <ul style="list-style-type: none"> <li>• Place the schema at the front of the document. (Three entities and district integrate the same schema.)</li> <li>• Include more specificity in the Plan.</li> <li>• Develop rubric regarding accreditation.</li> <li>• Include a summary at the end of the Plan to show how the colleges address each item.</li> <li>• Provide a distinction between strategic plan and master plan.</li> <li>• Agree on terminology.</li> <li>• Link district planning to institutional and academic needs.</li> </ul> <p>The college presidents provided an overview of their planning process. There was discussion regarding the timeline for the college Master Plans.</p> |        |            |          |
| <b>Next Meeting:</b> | <b>June 6</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |        |            |          |