

# Ventura County Community College District

## *Chancellor's Consultation Council*

### *District Administrative Center*

April 3, 2009 - 8:30 a.m.

**Present:** Barbara Cogert, P. Scott Corbett, Rich Dawe, Les Dickey, Richard Durán, Pam Eddinger, Clare Geisen, Sue Johnson, James Meznek, Patricia Parham, Donna Santschi, Peter Sezzi, Margaret Tennant, and Johnny Garcia Vasquez

**Recorder:** Eileen Welser

**Meeting Notes:**

Agenda Item	Summary of Discussion	Action	Completion	Assigned
<b>April 14 Board Meeting</b>	<p>No changes were made to the April 14 agenda.</p> <p>There was dialogue regarding Board Policies and Procedures on the April 14 agenda.</p> <p>The following policies were discussed.            BP 2220: Committees of the Board            BP 2410: Board Policy            BP 2411: Administrative Procedures</p> <p>The following administrative procedures were on the April 14 Board agenda for information:            AP 5020: Nonresident Tuition            AP 5030: Fees            AP 5035: Withholding of Student Records            AP 5050: Matriculation            AP 5052: Open Enrollment            AP 5055: Enrollment Priorities            AP 5110: Counseling            AP 5120: Transfer Center            AP 5130: Financial Aid            AP 5140: Disabled Student Programs &amp; Services            AP 7120-A: Recruitment and Hiring: Managers</p> <p>Dr. Dawe explained the process that was used to develop the Board Policies and Administrative Procedures. Dr. Dawe</p>			

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<p><b>Discussion Regarding Productivity</b></p>	<p>indicated the Board Rules Committee reviewed and approved the Board Policies and they discussed the Administrative Procedures to assure the procedures were consistent with the intent of Board Policy.</p> <p><b>Ratification of Proposal to Provide Environmental Testing Services at the Camarillo Site.</b> Les Dickey indicated Item14-G was for testing at the Camarillo site to address the county's concerns regarding possible radioactivity. Mr. Dickey indicated a report would be completed within the next few weeks. He pointed out the additional cost for the delay of the Sheriff and Police Training Center and Fire Academy</p> <p><b>Distance Education Status Report 2009.</b> Dr. Meznok mentioned the presidents would provide updates on Distance Education at the Board meeting. Dr. Meznok explained the level of Board involvement should be to review the general concept of Distance Education and how it is working. He pointed out Trustee Blum assumed the responsibility to train Board member on accreditation requirements.</p> <p><b>Side Letter Agreement between SEIU and District regarding the 4/40 workweek.</b> Patricia Parham explained the 4/40 workweek consisted of 10-hour days four days a week Monday through Thursday and all facilities would be closed Friday through Sunday. She indicated that during the two weeks with holidays, there would be eight-hour days. Ms. Parham mentioned this action was done following a discussion during the Rules Committee when gas was over \$3 a gallon. Ms. Parham pointed out standard business hours would be posted.</p> <p><b>Productivity Report.</b> Dr. Meznok distributed an email from P. Scott Corbett, Academic Senate President, regarding the Productivity</p>
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<b>Discussion Regarding Productivity</b>	<p>Report. Dr. Meznek mentioned during his meeting with Dr. Corbett and Dr. Durán, he explained the productivity report, the development process that was used on campus, and the role of the academic senates. He pointed out the District does not have a district-wide academic senate.</p> <p>Productivity was further discussed and the following items were addressed:</p> <ul style="list-style-type: none"> <li>• Enrollment history</li> <li>• Programs not performing with great levels of strength.</li> <li>• Analysis of online sections</li> </ul> <p>Dr. Meznek explained the process that was used for the development of the productivity numbers and the following items were discussed:</p> <ul style="list-style-type: none"> <li>• Increase productivity.</li> <li>• UC Economic Forecast enrollment growth related to economic downturn.</li> <li>• Ensure core programs intact.</li> <li>• Analyze data with presidents to help set productivity number.</li> <li>• Reach an informed decision</li> <li>• Presidents reflect the college's best interests.</li> <li>• Review course completion and attrition.</li> <li>• Find the capacity of internet education.</li> <li>• Ensure there is strengthened communication regarding what is happening in our community.</li> <li>• Strengthen the campus.</li> <li>• Follow the agreed-upon process.</li> <li>• Room for growth.</li> <li>• Contemporary use of specialized labs</li> <li>• Strength the development process.</li> <li>• What does productivity mean? <ul style="list-style-type: none"> <li>○ 525 is a measure of productivity. <ul style="list-style-type: none"> <li>▪ Benchmark for funding.</li> <li>▪ The Districts needs a productivity number that allows for growth</li> </ul> </li> </ul> </li> </ul>			

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	<ul style="list-style-type: none"> <li>▪ Need a broader more sophisticated understanding of productivity</li> <li>▪ Productivity is more than a formula; it should be viewed as a concept.</li> </ul> <ul style="list-style-type: none"> <li>• Changing world. <ul style="list-style-type: none"> <li>○ The environment is competitive.</li> <li>○ Issue that require real academic dialogue and with an eye toward student success.</li> <li>○ Economy of California and state chancellor's office interest.</li> </ul> </li> <li>• If we did not have five units in English comp, maybe more classes with smaller class size.</li> <li>• How we best serve students in times when we do not have enough resources.</li> <li>• ESL segregated non-collegiate enterprise, need to have a collegiate level education.</li> <li>• If you want excellence, you need to fund for excellence.</li> <li>• Cannot drift and pay for everything.</li> <li>• Broad section of our community will reflect upon what can and should be done better.</li> </ul> <p>Margaret Tennant, Academic Senate President, Moorpark College acknowledged the academic senate presidents for conducting the productivity dialogue. Dr. Tennant pointed out this process was discussed in DCAS and the following items were mentioned:</p> <ul style="list-style-type: none"> <li>○ Issue of productivity and what it really means.</li> <li>○ How does it relate to financial constraints in the future?</li> <li>○ Campus dialogue with information and perspective as shared with presidents.</li> <li>○ Impressed with level of professionalism brought to the table.</li> <li>○ Have a new practice and need to strengthen communication regarding how these things are being done.</li> <li>○ Discussion on process in Cabinet.</li> </ul>			
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**DACW.** Rich Dawe thanked those involved with the District Accreditation Coordination Workgroup (DACW) and mentioned the outcome would be a functional map for the District. Dr. Dawe indicated DACW was forming teams to fill in the narrative for the map and determine gaps, overlaps, and issues to refine. Dr. Dawe mentioned DACW was developing a process to manage the archival data.

**Human Resources.** Patricia Parham, Vice Chancellor of Human Resources, announced the Director of Human Resources Operations would begin on April 13. Ms. Parham commented on the HR toolbox and indicated it was available online to provide employees with the information they will need to perform their job.

**Moorpark College.**

**Meeting with Board Chair.** Pam Eddinger, Oxnard College President, reported on a meeting with Chair Huber and Waste Management Inc., regarding the land surrounding the observatory at Moorpark College. Dr. Eddinger mentioned she and Chair Huber did a presentation on Moorpark College, the budget, and community support at the Simi Valley Rotary meeting.

Pam Eddinger, Moorpark College President, reported on the progress on position searches and acknowledged Michael Arnoldus and the Human Resources staff for their support in this process.

Donna Santschi, Moorpark College Classified Senate President, announced the classified senate presidents would attend the Classified Leadership Institute.

Margaret Tennant announced Jeff Baker was elected the new academic senate president at

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	<p>Moorpark College. Ms. Tennant commented on her recent accreditation team visit to Peralta College and pointed out the college has some of the same issues as VCCCD.</p> <p><b>Ventura College.</b> Barbara Cogert, Ventura College Classified Senate President, reported on Earth Day and the fundraising yard sale on April 25.</p> <p>Peter Sezzi, Ventura College Academic Senate President, commented on foundation endowments.</p> <p><b>Oxnard College.</b> Richard Durán, Oxnard College President, announced the college had their highest number of graduates this year. Dr. Durán provided an update on the college budget process and indicated budget forums would be held on April 14 and April 15.</p>			
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<p>Johnny Garcia Vasquez, Oxnard College Associate Student Government President, reported on lobbying federal lawmakers and mentioned he visited Assembly member Pedro Nava's office.</p> <p>P. Scott Corbett, Oxnard College Academic Senate President, mentioned the memorial service dedicating a bench to Cheryl Shearer. Dr. Corbett announced Robert Cabral was elected academic senate president at Oxnard College.</p> <p>Dan Casey reported for Valerie Lee, Classified Senate President, regarding the classified recognition luncheon, the May fundraiser at the community market, and classified senate elections.</p> <p><b>Update on Construction.</b> Les Dickey, Heery International, move into student services center at Oxnard College.</p> <p><b>Classified Union.</b> Dan Casey, SEIU (classified employees union), explained the role of the union</p>			
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steward and the rights the SEIU contracts allows them. Mr. Casey mentioned he was elected to the SEIU 99 Executive Board, representing VCCCD, effective July 1.

**VCCCD Portal.** Clare Geisen, Director of Administrative Relations, provided an update on the process used to develop the VCCCD Student Portal. Ms. Geisen reported on her recent meeting with the students to obtain input on the design of the Portal.

**Elections.** Clare Geisen reported on the student trustee election and mentioned the deadline for applying was April 10 and that the elections would be held on April 21 and 22.

**Budget.** Sue Johnson, Vice Chancellor of Business Services, reminded members of DCCC that April 15 was the deadline to provide the necessary paper to close out the budget year. Ms. Johnson commented on the Legislative Analyst's Office budget information.

**Planning and Organizational Development.** Rich Dawe, Vice Chancellor of Planning and Organizational Development, mentioned the student perception surveys would be sent via email immediately following spring break.

Dr. Dawe commented on a grant opportunity sponsored by WIB that provides employment opportunities for students ages 14 through 24 across the county. Dr. Dawe mentioned key organizations would provide the appropriate support.

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Time	Future Meetings Date			
8:30 a.m.	May 1			
8:30 a.m.	May 29			
1:00 p.m.	June 11			
8:30 a.m.	July 2**			
1:00 p.m.	July 23			
8:30 a.m.	August 28			
8:30 a.m.	October 2			
8:30 a.m.	October 30			
8:30 a.m.	November 25 (Holiday on a Friday)			
8:30 a.m.	December 18			
8:30 a.m.	**Holiday, 4/40 Friday			