

**Ventura County Community College District**  
**Consultation Council Notes**  
**December 2, 2011**  
**8:30 a.m.**

**Present:** Robin Calote, Pam Eddinger, Beatriz Herrera, Riley Dwyer, Peter Sezzi, Robert Cabral, Karen Bulger, Laura Brower, Clare Geisen, Patricia Parham, Chris Lara-Cruz, Handel Evans, Sue Johnson, Richard Duran, Conni Owens  
**Chair:** James Meznek, Chancellor  
**Recorder:** Patti Blair  
**Absent:** Dan Casey, Maureen Rauchfuss

<b>Agenda Item</b>	<b>Summary of Discussion</b>	<b>Action (If Required or Information Provided)</b>	<b>Completion Timeline</b>	<b>Assigned to:</b>
Opening of Meeting	Dr. Meznek reviewed the December 13, 2011 Board of Trustees meeting and announced his early retirement in June or July 2012.	N/A	N/A	James Meznek
Board Agenda	The Board of Trustees meeting will be held in the Ventura Unified School District Multipurpose Room in an effort to accommodate members of the public.	N/A	N/A	James Meznek
Chancellor's Report	<p>Dr. Meznek discussed the need to complete the participatory governance manual and the need to work together collegially to accomplish the task. Consultation Council membership will contribute to the process. Campus committee charges and membership will be reviewed for accuracy and proper placement in the participatory governance process.</p> <p>Chancellor Meznek provided a correction to the Oxnard College recent forum. Testimony was recently provided that Oxnard College was realigning basic skills program prior to Board approval. Dr. Meznek commented that the skills begin realigning one year prior; Ventura and Moorpark colleges made greater progress. The Board and colleges knew these activities were underway when the Board goals and objectives were adopted; work at some colleges is nearly complete.</p>	N/A	N/A	Consultation Council
Human Resources	Ms. Parham discussed Human Resources activities.	N/A	N/A	Patricia Parham
Administrative Relations	Ms. Geisen staff to use the "out of office" messages in email and voicemails during the holiday schedule to avoid public confusion.	N/A	N/A	Clare Geisen
Moorpark College Academic Senate	Ms. Dwyer expressed her concern about comments made during a Districtwide meeting by a outside consultant and suggested the possible need for sensitivity training. Moorpark College completed	Dr. Meznek indicated he will confer with	N/A	Riley Dwyer

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	the discontinuance process and recommendations were sent to the President's Office.	Patricia Parham and approach the consultant in order to avoid future comments.		
Ventura College Academic Senate	Mr. Sezzi indicated Trustee Hernandez attended the last Ventura College Academic Senate meeting and commented on campus holiday activities. Mr. Sezzi requested an electronic copy of the governance manual for editing purposes. Chancellor Meznek commented that the decision for the process has not been yet identified and indicated discussions could begin with a new document since the current governance manual is outdated.	N/A	N/A	Peter Sezzi
DAC Classified Senate	Ms. Bulger discussed holiday activities taking place at the District Administrative Center.	N/A	N/A	Karen Bulger
Moorpark College Classified Senate	There was no report provided.			Maureen Rauchfuss
Oxnard College Classified Senate	Ms. Owens discussed employee recognition activities and classified scholarships.	N/A	N/A	Connie Owens
Ventura College Classified Senate	Dr. Calote discussed the program review process with Ramiro Sanchez and will notify the campus next week, commented on the retirement of Ralph James, and other campus activities.			TBD
Oxnard College President	Dr. Duran commented on the budget council, program discontinuance, holiday activities, and graduations.		N/A	Richard Duran
Moorpark College President	Dr. Eddinger announced the first annual <i>Holiday of Lights</i> program scheduled December 2-3, 2011. The public is welcome.			Pam Eddinger
AFT	Bea Herrera, representing Dr. Steve Hall, commented on the AFT conference in Washington, D.C.	N/A	N/A	Steve Hall
Student Representative	Dr. Meznek thanked Mr. Lara-Cruz for his work on the Consultation Council and wished him well in his studies.	N/A	N/A	Chris Lara-Cruz
Future Meetings	January 6, 2012			