

Ventura County Community College District

Minutes of the District Council on Student Learning (DCSL) Committee

March 25, 2010 – DAC Multi-Purpose Room

3:00 p.m. – 4:30 p.m.

Present: Chancellor's Designee: Ramiro Sanchez (VC)
 Co-Chair: Peter Sezzi (VC)
 L. Annala (VC), J. Baker (MC), S. Bricker (VC), R. Cabral (OC), S. Cabral (OC), K. Colborn, (MC), E. Endrijonas (OC), A. Gonzales (VC), P. Kennedy-Luna (MC), E. Knudson (MC), S. Ordonez (OC), M. Panec (MC)

Absent: M. Bowen, K. Engleson, P. Ewins, M. Rauchfuss, V Lugo

Recorder: Linda Resendiz

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcome and Approval of 2/25/10 Meeting Minutes	Ramiro welcomed everyone to today's meeting. The meeting minutes for 2/25/10 were reviewed and approved as submitted;			
Updates				
a. Tech Prep/Credit by Exam Units – Ed Knudson & Karen Dubois	There was a discussion regarding the issue of the articulation of credits not being able to be posted when residency is reached. Ramiro suggested that he will get Patti Blair to send Ed BP 4235. It was also suggested to delete the last sentence on the last page.	Remain on the agenda for next month.	April 2010	
b. Probation Notification (ad-Hoc committee)	Tabled for next month's meeting.			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>c. Audit Data for spring09/fall 09/spring 10 - Registrars</p>	<p>Kathy pulled together data of audit requests for spring 10. There were a total of 229 district-wide. This came about from an issue regarding the need to have dean's approval on the audit form together with the instructor signature. Kathy will make sure Pat Ewins gets a copy of this report. Jeff Baker recommended not changing the existing form due to the low numbers presented. It was agreed by the Council to leave the form as is.</p>			
<p>d. FERPA – Task Force – Registrars & E. Endrijonas</p>	<p>No update. Susan suggested in having a meeting before next month's DCSL.</p>			
<p>e. Enrollment Priorities – Council Members f.</p>	<p>It was suggested to leave this item on future agendas for further updates.</p>			
<p>g. Single Reading on Curriculum by BOT – R. Sanchez</p>	<p>Ramiro mentioned that at last month's meeting Peter mentioned that the BP needed to be corrected. Ramiro looked for this BP and saw that it does not exist. The only change that needs to be made should be to the AP.</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Recommendation to Amend Board Policy (BP)				
a. BP 5500 Standards of Conduct – R. Sanchez	At last month's meeting Pat Ewins suggested to go back and amend the BP so that the APs that followed would align. Ramiro reviewed the changes and with everyone's approval will forward the document to Chancellor's Cabinet for inclusion on the April BOT agenda.	Peter will email Linda the additional verbiage that needs to be included.	March 2010	P. Sezzi
Recommendation to Amend Administrative Procedures (AP's)				
a. AP 4100 Graduation Requirements for Degrees and Certificates – A. Gonzales & P. Sezzi	Additional time to complete this AP was requested.			
b. AP 5520 Student Discipline Procedure – Deans of Student Services	Approved for Chancellor's Cabinet review.			

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c. AP 5530 Student Rights and Grievances – Deans of Student Services	Approved for Chancellor’s Cabinet review.			
Updates on administrative procedures				
a. AP 5701 Athletics Programs – P. Sezzi	Approved for Chancellor’s Cabinet review.			
Second Reading				
a. AP 4104 Contract Education – P. Sezzi	Ramiro asked if it was okay to send this AP for Jaime Casillas’ review. He is now manager of Contract Education. After he reviews it, Ramiro will forward to DCSL.			
b. AP 4105 Distance Education – P. Sezzi	Peter said he sent the AP to Krista Wilbur for review. She sent it out to all faculty who are teaching distance ed for their comments. A minor change was suggested.	Approved for Chancellor’s Cabinet review.		
c. AP 4106 Nursing Programs – A. Gonzales	Angelica mentioned that she forwarded the AP to the director of nursing and she suggested adding veteran’s preference wording.	Angelica will send out the revised AP to Linda for council’s review.		A. Gonzales

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
d. AP 4110 Honorary Degrees – M. Panec	Add "s" to "time" in first sentence.	Update and send back out to members for review.		M. Panec
e. AP 4220 Standards of Scholarship – M. Panec	Add AP 4100 to list of APs.	Move to second reading.		
f. AP 4222 Remedial Coursework – P. Ewins	Suggestion to delete "Vice President of Instruction". Susa Bricker suggested to check Title 5 regarding changing to "learning disabilities".	Move to second reading.		
g. AP 4225 Course Repetitions – Registrars	Approved for Chancellor's Cabinet review.			
h. AP 4226 Multiple and Overlapping Enrollments – V. Lugo	Tabled for the next meeting.			
First Reading				
a. 4227 Course Repetition Absent Substandard Academic Work – Registrars	Registrars will bring back this AP with the suggested changes by the council.	Move to second reading.		

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
b. AP 4231 Grade Changes – <i>Registrars</i>	Tabled for the next meeting.			
c. AP 4250 Probation – <i>P. Ewins</i>	Tabled for the next meeting.			
d. AP 4255 Disqualification and Dismissal – <i>P. Ewins</i>	Tabled for the next meeting.			
e. AP 4260 Prerequisites and Corequisites – <i>M. Panec</i>	Tabled for the next meeting.			
f. AP 4400 Community Service – <i>P. Sezzi</i>	Approved for Chancellor's Cabinet review.			
g. AP 4500 Student News Media – <i>V. Lugo</i>	Tabled for the next meeting.			
h. AP 4610 Instructional Service Agreements – <i>V. Lugo</i>	Tabled for the next meeting.			