

Ventura County Community College District

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

DATE – DAC Multi-Purpose Room

October 28, 2010 - 3:00 p.m. – 4:30 p.m.

Present: Co-Chair: Robert Cabral (OC)
 M. Bowen (VC), D. Bransky (VC), S. Bricker (VC), S. Cabral (OC), K. Colborn (MC), K. Engelsen (OC), P. Ewins (MC), R. Dwyer (MC), B. Herrera (VC), M. Jones (OC), P. Kennedy-Luna (MC), S. Davis (OC), M. Rees (MC), T. Zierhut (VC)

Absent: Erika Endrijonas, Ed Knudson, Ramiro Sanchez, Peter Sezzi

Recorder: Linda Resendiz

Minutes:

| Agenda Item | Summary of Discussion | Action (If Required) | Completion Timeline | Assigned to: |
|---|---|--|----------------------|-----------------------------------|
| 1. Welcome and Approval of September 23, 2010 Meeting Minutes | <p>Robert Cabral welcomed everyone to today's meeting. He will be chairing today's meeting in place of Ramiro who is attending a conference together with the other EVPs.</p> <p>The meeting minutes from the September 23rd meeting were approved with one abstention.</p> <p>It was requested by Karen Engelsen that item 2e be tabled for next month's meeting and in its place Early Alert be added.</p> | | | |
| 2. Updates/Discussion: | | | | |
| a. Probation Notification Practices – P. Ewins & K. Engelsen | <p>Waiting to hear back from VC. Bea Herrera had questions regarding certain sections of the document. She asked that more clarity be written regarding what type of continuing enrollment is being mentioned. In "Probation Appeal" it does not explain what happens after the appeal is submitted or who decides the designee. It was mentioned that each college has its own detail process on how these students are taken care of. Bea asked that wording be included indicating each campus shall have its own process.</p> <p>It was also requested to address Dismissal. It was recommended to have a revised draft of AP 4250 and AP 4255 at the November meeting.</p> | <p>Make suggested changes and bring back to the next meeting. Send an electronic copy to Linda so she can distribute it to everyone.</p> | <p>November 2010</p> | <p>P. Ewins & K. Engelsen</p> |

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| b. FERPA – Task Force - Registrars | <p>The Registrars distributed the proposed FERPA form for all campuses. It is very general and will allow faculty and staff members to release information per the request of a student to an entity. The form would need to be filed with the person who is going to be releasing the information. A suggestion was made to cite the name of the law that pertains to FERPA. Also, indicate who will be giving out the information at the bottom of the form.</p> | <p>Make suggested changes and bring back to the next meeting.</p> | <p>November 2010</p> | <p>Registrars</p> |
| c. MC’s Program Discontinuance AP 4021 – Council | <p>This was tabled to next month’s meeting.</p> | | | |
| d. SB 1440 – S. Davis | <p>SB 1440 is in process. The Governor has advised to hold off until instructions are received for the State Chancellor’s Office. Shannon said that faculty and counselors should be encouraged to get themselves on the list-serve for C-Id (www.c-id.net). This way they will be able to provide input on degrees being created. Also, she encourages all campuses to adopt these for fast-track approval.</p> | | | |
| e. Development of a BP on Withdrawals Early Alert – K. Engelsen | <p>Karen distributed a copy of the current early alert that comes out from Banner with the proposed new early alert letter. She also distributed a suggested action plan DCSL should take on revamping the letter.</p> <p>She asked the Council to take back the draft early alert letter to their constituents for review.</p> | <p>Discuss the process and plan with input from campuses.</p> | <p>November 2010</p> | <p>Council</p> |
| f. Priority Registration for Athletes - Council | <p>It was suggested to take the priority registration for athletes idea to each campus’ senates for discussion.</p> | <p>Item will continue on the agenda for further conversation and dialogue. AP 5055 will be a starting point for further discussion on this.</p> | <p>November 2010</p> | <p>Council</p> |

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|-------------------------------|--|----------------------|---------------------|--------------|
| 3. Future Agenda Items | None | | | |
| Next Meeting | Thursday, November 18, 2010 – 3:00 p.m. DAC-Multipurpose Room | | | |