

Ventura County Community College District

2012-2013 Academic Year
District Technical Review Workgroup – Instructional (DTRW-I)
Meeting Notes
April 11, 2013 - 1:00 p.m. – 3:00 p.m.
MEETING NOTES APPROVED AT 9.26.13 DTRW-I MEETING

Members: Chancellor’s Designee: Erika Endrijonas, Chair, (OC)
 Faculty Co-Chair: Mary Rees, Co-chair (MC)
 Executive Vice Presidents: Erika Endrijonas (OC), Jane Harmon (MC), Lori Bennett (MC), Ramiro Sanchez (VC)
 Faculty Co-Chairs of Curriculum Committees: Jim Merrill (OC), Mary Rees (MC), Mark Pauley (VC)
 Articulation Officers: Shannon Davis (OC), Letrisha Mai (MC), Gloria Arevalo (VC)
 Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

Absent: All present

Recorder: Laurie Nelson-Nusser

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Approval of March 7, 2013 Meeting Minutes	Dr. Endrijonas welcomed everyone to DTRW-I and the meeting commenced at 1:08 pm. The meeting notes were approved as presented.			
CURRICULUM SUBMISSIONS				
New Degrees/Courses/Revised Courses Moorpark/Oxnard/Ventura Submissions	Curriculum Submissions: <u>MOORPARK COLLEGE</u> New Courses THA M27A, Costume Design I, 3.0 THA M27B, Costume Design II, 3.0 THA M28, Production Makeup, 3.0 Recommendation: All new courses will go forward to DCAA. <u>OXNARD COLLEGE</u> New Courses	Add all recommended curriculum to DCAA agenda		Laurie Nusser

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>BUS R124, Organizational Behavior, 3 Recommendation: This new course will go forward to DCAA.</p> <p>Revised Courses ACCT R101, Principles of Financial Accounting, 3 ACCT R102, Principles of Managerial Accounting, 3 MATH R014A, Intermediate Algebra I, 3 2.5 MATH R014B, Intermediate Algebra II, 3 2.5 PHIL R100, Critical Thinking, 3 PHIL R111, Thinking-Critically Thinking and Analytic Writing, 3 PSY R101, General Psychology, 3 PSY R104, Introduction to Experimental Psychology, 3 PSY R105, Introduction to Physiological Psychology, 3 Recommendation: All revised courses will go forward to DCAA with minor changes as follows: MATH R014A and MATH R014B: do not remove deleted sentence. PHIL R100: Ms. Davis will verify whether the course credit is not available for students who have already taken PHIL R111.</p> <p>New Programs Associate in Arts in Philosophy for Transfer Recommendation: Recommendation: This item will go forward to DCAA with minor change to "List B" to include "or course A".</p> <p><u>VENTURA COLLEGE</u> There were no submissions from Ventura College.</p>			
BP/AP 4022 Course Approval	Dr. Endrijonas indicated this item is still under review by DTRW-I. The Board policy was revised and the CCLC version of the administrative procedure will be distributed to the DTRW-I group via email. This item will be agendized on the DCAA 4.25.13 meeting agenda.	Send draft of AP 4022 to DTRW-I group Agendize on 4.25.13 DCAA	ASAP	Laurie Nusser

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
		agenda		
BP/AP 4102 Occupational/Vocation Technical Programs	Dr. Endrijonas indicated this item is still under review by DTRW-I. A Board policy will be created with the same language as BP 4022. The administrative procedure, which was reviewed and revised by the CTE deans, will be distributed to the DTRW-I group via email. There was a revision to spell out the acronym of SCRC (South Coast Regional Consortium). Dr. Endrijonas will research the program review elements and share the results with the DTRW-I group. This item will be agendized on the DCAA 4.25.13 meeting agenda.	Agendize on 4.25.13 DCAA agenda	4.19.13	Laurie Nusser
DTRW-I Self-appraisal Survey Results	Dr. Endrijonas reviewed the DTRW-I Self-Appraisal Survey submissions and as a result from the comments regarding a lack of coordination between this workgroup and DCAA, the monthly meeting dates were changed from the second Thursday to the fourth Thursday to accommodate submission deadlines for Policy Committee and Board review.			
DTRW-I Meeting Schedule	The first meeting of the 2013-2014 academic year will be held on the fifth Thursday (August 29) to accommodate campus schedules and subsequent meetings will be held on the fourth Thursday of each month. Ms. Nusser will send out meeting invitations for these recurrences of the DTRW-I meetings for 2013-2014.			
Next Meeting Date:	August 29, 2013 – 1 pm, DAC Lakin Boardroom			