Ventura County Community College District District Council on Human Resources (DCHR) Committee August 26, 2010 10:00 a.m.

Present: Michael Arnoldus, Susan Bricker, Robert Cabral, Riley Dwyer, Dr. Erika Endrijonas, Dr. Steven Hall; Ed Knudson, Patricia Parham, Ramiro Sanchez, Peter Sezzi, Jay Wysard

Recorder: Jennifer Holst

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Meeting Opened	The meeting commenced at.10:05 a.m.			
Approval of Minutes	Approval of the minutes from the last meeting of June 15, 2010, was moved by Mr. Sanchez and seconded by Dr. Endrijonas. Ms. Herrera abstained. The minutes were approved without change.			
Review of Policies and Procedures	 <u>AP 7211 Minimum Qualifications and Equivalencies</u>: Revisions to the procedure were discussed. Ms. Holst will make the corrections and the revised procedure will be sent to the Policy Committee. The proposed list of Disciplines Unique to a College was revised and will be attached to the revised AP 7211 to be reviewed by the Policy Committee in September. The language is included in the procedure that If someone requests an equivalency review for one of the unique disciplines on the list attached to AP 7211, it will be reviewed by the college committee, and not under the districtwide process. The list of unique disciplines will be dated. It will be reviewed and updated each fall by DCHR. <u>AP 7205 Employee Code of Ethics</u>: For the formation of a subcommittee to review AP 7205, Mr. Cabral brought the name of Evangeline Wilkes for full-time faculty. Mr. Sezzi brought the name of AFT. Ms. Dwyer said she would forward a name. Mr. Wysard will schedule a meeting in the near future. 	Bring revised procedure to the Policy Committee Schedule Subcommittee Meeting.	For September Policy Committee Meeting	Ms. Parham Mr. Wysard

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Equal Employment Opportunity (EEO) Plan	Bring forward to next meeting.			
Academic Audit	Mr. Arnoldus gave an update on the status of the Academic File Audit.			
Next Meeting	September 23, at 10:00 a.m., at the DAC. Future meeting dates will be put on Outlook Calendar.	Meeting Dates to be scheduled on Outlook Calendar	Continuous	Ms. Holst