

Ventura County Community College District
District Council on Human Resources (DCHR)
April 26, 2012

Present: Michael Arnoldus, Susan Bricker, Robert Cabral, Riley Dwyer, Dr. Erika Endrijonas, Patricia Ewins, Alan Hayashi, Patricia Parham, Ramiro Sanchez, Peter Sezzi, Jay Wysard
Absent: Dan Casey
Recorder: Jennifer Holst

Meeting Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Meeting Opened	The meeting commenced at 10:02 a.m.			
Approval of Minutes	Motion: To approve March 22, 2012, amended DCHR meeting minutes. Moved: Mr. Sanchez. Seconded: Mr. Sezzi. Ms. Bricker, Mr. Cabral and Dr. Endrijonas abstained due to absence, all others voted for approval.	Post approved minutes on the DCHR page of the District website.	As soon as possible.	Ms. Holst
AP 7120-A Recruitment and Hiring: Managers	The committee reviewed and revised changes recommended by the Chancellor’s Cabinet to the hiring committee composition for college management positions in AP 7120-A Recruitment and Hiring: Managers, relating to the appointment of a student representative. Return for review in the Chancellor’s Cabinet.	Discuss proposed revisions in Chancellor’s Cabinet.	Next Chancellor’s Cabinet.	Ms. Parham
Guidelines for Interview Panel Members	The committee discussed feedback received concerning scoring changes and the removal of letters of recommendation from the Guidelines for Interview Panels. The committee felt the number of concerns received was insufficient to warrant review. The committee will revisit these issues again only if additional concerns surface.	Re-agendize only if additional concerns arise again in the future.		Ms. Parham

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Equivalency Criteria for Disciplines in which a Master's Degree is Not Required	Mr. Arnoldus presented three new proposed Declaration of Equivalency forms: A) disciplines in which a master's degree is not generally expected or available, and in which a related bachelor's or associate degree is not generally expected or available; B) disciplines in which a master's degree is not generally expected or available but which require a related bachelor's or associate degree; C) disciplines requiring a master's degree. The committee requested minor language changes. Mr. Arnoldus will incorporate the changes into AP 7211: Minimum Qualifications and Equivalencies for review at the next meeting.	Revise AP 7211: Minimum Qualifications and Equivalencies for review at the next meeting.	Next DCHR meeting.	Mr. Arnoldus
New Statewide Minimum Qualifications and the Impact Thereon within the VCCCD	Mr. Sezzi had not yet received input concerning the new Statewide MQs. He asked for placement of this item on the September DCHR agenda.	Discuss again at next meeting.	Next DCHR meeting.	Mr. Sezzi
Communication Issues	An issue was raised concerning the PE/Health disciplines. Ms. Parham explained what HR has done to date regarding this issue and shared that the issue is being addressed.			
Open Discussion	There was insufficient time for open discussion.			
Next Meeting	The meeting ended at 11:30 a.m. Previously-scheduled DCHR meetings for May and August were cancelled due to the faculty's summer break. DCHR will meet next on September 27, 2012.			

These Minutes were approved at the DCHR Meeting on September 27, 2012.