

DISTRICT ADMINISTRATIVE CENTER

Minutes of the DCHR Committee

January 22, 2009

10:00 a.m. – 11:30 a.m.

Present: Patricia Parham, Scott Corbett, Peter Sezzi, Ramiro Sanchez, Brenda Shubert, Jaime Casillas, Valerie Lee, Margaret Tennant, Susan Bricker

Absent: Andrea Adlman

Guests:

Recorder: Laura Brower

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Approval of Minutes	Minutes of September 25, 2008 were reviewed.	Moved by Scott Corbett, Seconded by Peter Sezzi, approved by all.		
Open Discussion	<p>The subject of the student evaluation forms was discussed. Patricia advised the IT department is working on an automated process where colleges would no longer have to send in classes with number of students. A program would be run on Banner to automatically select and print the forms with 35 copies for each class. Patricia would check with Dave Fuhrmann to determine the status. She also advised the colleges to forward their questions through the Human Resources Department instead of directly to IT.</p> <p>Oxnard College stressed their need for training.</p> <p>It was asked if faculty can check their own longevity? The answer is yes, they can call the HR Tech for their campus, who in turn can look it up for them. Sharon Newman, OC, Anthony Chavez, MC, Kristen McCloskey, VC.</p>			

<p>Report on Equivalency Procedures Criteria</p> <p>Academic Rank Procedure</p> <p>Report from Academic Senate – HR Screening of MQ's</p>	<p>There was discussion on the protocol of discussions with AFT at the campuses. It was decided DCHR was not the venue for this discussion and would be a good topic for management training.</p> <p>Margaret Tennant said she would talk with the MC Senate and then report back to DCHR. Scott believes this form already exists. Peter has optimism for senates to get together and move forward. All feel they should start with this form (VCCCD Declaration of Equivalency) and check with other institutions. Peter Sezzi is going to check if Number 3 and 4 regarding eminence were redundant on page 2.</p> <p>No action was taken. There are significant issues with this item. The three senate versions are so similar, but at the same time vastly different. The senate presidents will use a copy of all three to start a preliminary discussion at their senates and report back.</p> <p>It was decided to drop this suggestion.</p>			
<p>Selection Procedures for Full-Time Faculty Draft</p>	<p>This draft was distributed for the senate presidents to bring forth to their senates for first review.</p>			
	<p>Thursday, March 26, 2009, at 10:00 a.m.</p>			

Running List of Current Assignments/Projects:

Date Assigned	Assignment	Completion Timeline	Assigned to:
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