

Ventura County Community College District

District Council on Human Resources (DCHR) Committee

August 27, 2009

10:30 p.m. – 11:30 a.m.

Present: Michael Arnoldus, Erika Endrijonas, Susan Bricker, Robert Cabral, Valerie Lee, Ed Knudson, Patricia Parham, Ramiro Sanchez, Peter Sezzi, Andrea Aldman, Jeff Baker (attended via teleconference)

Absent: Jay Wysard

Recorder: Laura Brower

Minutes:

| Agenda Item | Summary of Discussion | Action (If Required) | Completion Timeline | Assigned to: |
|---------------------|--|---|----------------------|--------------|
| Open discussion | <p>There was discussion of the Academic Rank Procedure. The Academic Senate Presidents expressed they were pleased with the results of the Board Policy. Requests were made for copies to be sent of BP 7220 Academic Employees: Honorific Academic Title. It was discussed how this subject was dealt with differently at each campus and would be handled appropriately on an as needed basis. The process would be handled through the Human Resources Department. It was agreed that there would be a March 1st deadline for the EVP's to receive all titles of instructors for inclusion in their catalogs.</p> <p>Jeff Baker reported that he attended a State Academic Senate Curriculum Institute meeting where he learned that we cannot create unique disciplines and corresponding MQs that are not listed on the list provided by the Board of Governors.</p> | Copies of BP 7220 will be emailed to DCHR members | By September 2, 2009 | Laura Brower |
| Approval of Minutes | There were two sets of minutes to approve: April 26, 2009 and July 8, 2009 | Minutes will be emailed to DCHR members. | By September 2, 2009 | Laura Brower |

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| | <p>After review of both sets of minutes, minor changes were made. Revised minutes will be sent to DCHR committee members.</p> | <p>Approval of April 26, 2009 moved with edits by Ramiro Sanchez, seconded by Peter Sezzi; approved by all, in absentia Jeff Baker, Erika Endrijonas and Andrea Adlman.</p> <p>Approval of July 8, 2009 minutes moved with edits by Andrea Adlman, seconded by Erika Endrijonas, approved by all.</p> | | |
| <p>Confirmation email – BP/AP Draft Minimum Qualifications and Equivalencies</p> | <p>Patricia Parham confirmed the members' receipt of her August 6, 2009 email with attached drafts of district-wide equivalency policy and procedures. Two of the three academic senate presidents have already distributed drafts to their senates for review and the third president will distribute at their next meeting. Erika Endrijonas requested a copy be sent to her.</p> | <p>The Academic Senate Presidents and Executive Vice Presidents will bring back suggested changes to DCHR.</p> <p>A copy will be emailed to Ms. Endrijonas.</p> | <p>September meeting.</p> <p>By September 2, 2009</p> | <p>Academic Senate Presidents and Executive Vice Presidents</p> <p>Laura Brower</p> |
| <p>Future meeting date</p> | <p>There was discussion regarding the conflict of the DCAS meeting scheduled for the same time as DCHR on September 24. It was agreed to have the DCHR meeting from 11:00-1:00 p.m. to accommodate DCAS for this particular meeting and to serve lunch.</p> | | | |