

**Ventura County Community College District
District Council on Human Resources (DCHR) Committee**

**April 20, 2010
10:30 a.m.**

Present: Andrea Adlman, Michael Arnoldus, Dr. Jeff Baker, Susan Bricker, Robert Cabral, Riley Dwyer, Dr. Erika Endrijonas, Ed Knudson, Valerie Lee, 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 10:35 a.m.			
Approval of Minutes	The minutes from March 25, 2010 were not yet ready for review. Bring forward to May 27, 2010, DCHR meeting.			
Review of Policies and Procedures	<p><u>AP 7120-C Recruitment and Hiring: Part-Time Faculty</u></p> <p>After discussions regarding revisions to the proposed procedure, a motion was presented by Ms. Adlman and seconded by Dr. Baker that AP 7120-C Recruitment and Hiring: Part-Time Faculty, be approved. The procedure was tentatively agreed to, pending any input from the Ventura College Academic Senate, to be provided by Mr. Sezzi within one week. Motion passed unanimously.</p> <p><u>AP 3430 – Prohibition of Harassment</u></p> <p>Ms. Parham asked if there was any input from the Academic Senates. Mr. Sezzi has no problems with it moving forward. Dr. Baker and Ms. Dwyer said it was on Moorpark College's Academic Senate's agenda for later the same day and they would inform Ms. Parham if there was any input. Mr. Cabral said he had no input yet. Pending receipt of any feedback from the Academic Senates, this item will move forward to the Policy Committee in May.</p>	<p>Any further input from Ventura College Academic Senate to be provided within one week.</p> <p>Academic Senates to provide input, if any.</p>	04-27-2010	<p>Mr. Sezzi</p> <p>Dr. Baker, Ms. Dwyer, Mr. Sezzi, Mr. Cabral</p>

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p><u>BP 7205 – Employee Code of Ethics</u></p> <p>Two versions of this policy were discussed: one from Human Resources and the other from the Ventura College Academic Senate. Changes were discussed and incorporated into a new version that will be taken back to the Academic Senates and then comments returned to Ms. Parham. A special meeting was scheduled for May 13, 2010, at 10-11:30 a.m., to discuss any comments to the new version. If there are no comments, the meeting will be cancelled. The policy will be placed on the agenda for the May Policy Committee meeting scheduled for May 13, 2010. If necessary, the policy can be pulled after the special DCHR meeting on May 13, 2010.</p> <p><u>AP 7205 – Employee Code of Ethics</u></p> <p>Time ran out for discussion on this agenda item. Bring forward to May 27, 2010, regular DCHR meeting.</p>	Academic Senates to provide input, if any.	Prior to 05/13/10 special meeting	Dr. Baker, Ms. Dwyer, Mr. Sezzi, Mr. Cabral
Equal Employment Opportunity Plan	Time ran out for discussion on this agenda item. Bring forward to May 27, 2010, regular DCHR meeting.			
Minimum Qualifications for Faculty & Administrators in California Community Colleges	Time ran out for discussion on this agenda item. Bring forward to May 27, 2010, regular DCHR meeting.			
Next Meeting	A special DCHR meeting is scheduled for May 13, 2010, from 10:00-11:30 a.m. The next regularly-scheduled DCHR meeting will take place on May 27, 2010, from 10:00-11:30 a.m.			