

Ventura County Community College District

District Technical Review Workgroup – DTRW-SS (Formerly DCSL) Meeting Notes

November 08, 2012 – DAC Lakin Board Room

3:00 p.m. – 4:30 p.m.

FINAL MEETING NOTES APPROVED AT 12.13.12 DTRW-SS MEETING

Members:

Chancellor’s Designee: Erika Endrijonas, Chair (OC)
Co-Chair: Victoria Lugo, Co-chair (VC)
Deans of Student Services: Karen Engelsen (OC), Pat Ewins (MC), Victoria Lugo (VC)
Registrars: Joel Diaz (OC), Kathy Colburn (MC), Susan Bricker (VC)
Articulation Officers or non-instructional designee: Shannon Davis (Articulation Officer, OC), Pam Kennedy-Luna (Counselor, MC), Marian Carrasco Nungaray (Counselor VC)
Associated Student Government: ASG Rep vacant as of this meeting (OC), Kimberly Eder (MC), Daniel Chavez (VC)
Policy and Administrative Procedures: Clare Geisen (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

Absent:

Erika Endrijonas, Chair (OC), Clare Geisen (DAC)

Recorder:

Laurie Nelson-Nusser

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	
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Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	procedure which require review. This item will remain in progress and will return for the December meeting.	4100		
BP/AP 4240 – Academic Renewal	<p>Ms. Bricker provided a revised version of AP 4240 which had input from the DTRW-SS members at the meeting. Discussion ensued regarding the changes to the administrative procedure. Other colleges' models of the administrative procedure were also reviewed when developing the revisions. The 12-month waiting period was also discussed. There was discussion whether the Academic Senates require review of the administrative procedure and whether they can send it back or if it was considered an information only item for DCAA.</p> <p>The workgroup agreed to take these versions to their appropriate constituent groups and return their feedback to Laurie Nusser via email by December 3, 2012. The review will be done electronically and will not wait for the next DTRW-SS meeting in December.</p>	<p>Send out the revisions.</p> <p>Send back recommended revisions to Laurie Nusser.</p>	<p>ASAP</p> <p>December 3</p>	<p>Laurie Nusser</p> <p>All DTRW-SS members</p>

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Year Review	Co-Chair (Peter Sezzi) with Clare Geisen			