

Ventura County Community College District

2012-2013 Academic Year

District Technical Review Workgroup – Instructional (DTRW-I)
Meeting Notes

April 11, 2013 - 1:00 p.m. – 3:00 p.m.

MEETING NOTES APPROVED AT 9.26.13 DTRW-I MEETING

Members: Chancellor’s Designee: Erika Endrijonas, Chair, (OC)
Faculty Co-Chair: Mary Rees, Co-chair (MC)
Executive Vice Presidents: Erika Endrijonas (OC), Jane Harmon (MC), Lori Bennett (MC), Ramiro Sanchez (VC)
Faculty Co-Chairs of Curriculum Committees: Jim Merrill (OC), Mary Rees (MC), Mark Pauley (VC)
Articulation Officers: Shannon Davis (OC), Letrisha Mai (MC), Gloria Arevalo (VC)
Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

Absent: All present

Recorder: Laurie Nelson-Nusser

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
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		agenda		
BP/AP 4102 Occupational/Vocation Technical Programs	Dr. Endrijonas indicated this item is still under review by DTRW-I. A Board policy will be created with the same language as BP 4022. The administrative procedure, which was reviewed and revised by the CTE deans, will be distributed to the DTRW-I group via email. There was a revision to spell out the acronym of SCRC (South Coast Regional Consortium). Dr. Endrijonas will research the program review elements and share the results with the DTRW-I group. This item will be agendized on the DCAA 4.25.13 meeting agenda.	Agendize on 4.25.13 DCAA agenda	4.19.13	Laurie Nusser
DTRW-I Self-appraisal Survey Results	Dr. Endrijonas reviewed the DTRW-I Self-Appraisal Survey submissions and as a result from the comments regarding a lack of coordination between this workgroup and DCAA, the monthly meeting dates were changed from the second Thursday to the fourth Thursday to accommodate submission deadlines for Policy Committee and Board review.			
DTRW-I Meeting Schedule	The first meeting of the 2013-2014 academic year will be held on the fifth Thursday (August 29) to accommodate campus schedules and subsequent meetings will be held on the fourth Thursday of each month. Ms. Nusser will send out meeting invitations for these recurrences of the DTRW-I meetings for 2013-2014.			

Next Meeting Date: