VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
OPERATIONAL / FUNCTIONAL MAPPING TABLE

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
Academic Senate		
Decentralized	Moorpark College	Academic Senate President
	Oxnard College	Academic Senate President
	Ventura College	Academic Senate President
Admissions, Records & Registration		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Athletics		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Bookstore		
Decentralized at Colleges with support from District Administrative Center	Moorpark College	Vice President, Business Services
	Oxnard College	Vice President, Business Services
	Ventura College District	Vice President, Business Services
	Administrative Center	Director, General Services
Catalog/Schedule Development		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Career Technical Programs		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President

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[1] No hierarchy is implied for **decentralized** functions by the order in which the service providers are listed on this table.

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
• VTEA: Decentralized at Colleges with coordination from District Administrative Center	Moorpark College Oxnard College Ventura College District Administrative Center	Executive Vice President Executive Vice President Executive Vice President Director, Fiscal Services
• Tech Prep: Decentralized at Colleges with coordination from District Administrative Center	Moorpark College Oxnard College Ventura College District Administrative Center	Executive Vice President Executive Vice President Executive Vice President Director, Fiscal Services
Child Development Centers		
Decentralized	Moorpark College Oxnard College Ventura College	Executive Vice President Executive Vice President Executive Vice President
Classified Senate		
Decentralized	Moorpark College Oxnard College Ventura College	Classified Senate President Classified Senate President Classified Senate President
Citizens Oversight Committee		
Centralized	District Administrative Center	Board of Trustees/Chancellor
Contract Administration/Labor Relations		
Centralized at District Administrative Center in coordination with Colleges	District Administrative Center	Vice Chancellor, Human Resources Director, Human Resources Operations
	Moorpark College Oxnard College Ventura College	College President, Deans/Managers College President, Deans/Managers College President, Deans/Managers
Curriculum and Program Development		
Decentralized	Moorpark College Oxnard College Ventura College	Executive Vice President Executive Vice President Executive Vice President
DSPS (Disabled Students Program & Services)		
Decentralized	Moorpark College Oxnard College Ventura College	Executive Vice President Executive Vice President Executive Vice President

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
Economic and Workforce Development		
Centralized	District Administrative Center[2] (housed at Ventura College)	Chancellor
Emergency Planning & Preparedness		
Decentralized at Colleges with coordination from District Administrative Center	Moorpark College Oxnard College Ventura College	Vice President, Business Services Vice President, Business Services Vice President, Business Services
There something weird & confusing about the way this is delineated. Says it is decentralized but the list implies it is Centralized. Which is it?	District Administrative Center	Vice Chancellor, Business and Administrative Services Associate Vice Chancellor, Information Technology Chief of Police Director, General Services
Employee Benefit Administration		
Centralized at District Administrative Center in coordination with Colleges	District Administrative Center Moorpark College Oxnard College Ventura College	Vice Chancellor, Human Resources Director, Human Resources Operations Vice President, Business Services Vice President, Business Services Vice President, Business Services
Employee Relations		
Centralized at District Administrative Center in coordination with Colleges	District Administrative Center Moorpark College Oxnard College Ventura College	Vice Chancellor, Human Resources Director, Human Resources Operations College President, Deans/Managers College President, Deans/Managers College President, Deans/Managers
EOPS (Extended Opportunities Program & Services)		
Decentralized	Moorpark College Oxnard College Ventura College	Executive Vice President Executive Vice President Executive Vice President
Facilities		
• Measure "S" Bond Projects:	District Administrative Center	Chancellor

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[2] Housed at Ventura College

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
Centralized		Measure "S" Consultant Vice Chancellor, Business and Administrative Services
• Local Projects: Decentralized	Moorpark College Oxnard College Ventura College	Vice President, Business Services Vice President, Business Services Vice President, Business Services
Financial Aid		
Decentralized at Colleges with support from District Administrative Center	Moorpark College Oxnard College Ventura College District Administrative Center	Executive Vice President Vice President, Business Services Executive Vice President Vice Chancellor, Business and Administrative Services
Fiscal Oversight		
• Accounting: Centralized	District Administrative Center	Director, Fiscal Services
• Fiscal Reporting: Centralized	District Administrative Center	Director, Fiscal Services Vice Chancellor, Business and Administrative Services
Food Services		
Centralized at District Administrative Center <mark>in coordination with Colleges</mark>	District Administrative Center Moorpark College Oxnard College Ventura College	Director, General Services Vice President, Business Services Vice President, Business Services Vice President, Business Services
Grants Administration		
Decentralized at Colleges with support from the District Administrative Center	Moorpark College Oxnard College Ventura College District Administrative Center	Vice President, Business Services/ Executive Vice President Vice President, Business Services/ Executive Vice President Vice President, Business Services/ Executive Vice President Director, Fiscal Services
Information Technology		
Centralized at District Administrative Center in coordination with Colleges	District Administrative Center Moorpark College Oxnard College	Associate Vice Chancellor, Information Technology

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
	Ventura College	
• ~~Technology Development and Planning~~	~~Oxnard College~~	
~~Decentralized with coordination with the District~~	~~Moorpark College~~	
	~~Ventura College~~	
	~~District Administrative Center~~	~~Associate Vice Chancellor, IT~~
• Banner and related Systems Centralized at District Administrative Center with input from the Colleges	District Administrative Center	Associate Vice Chancellor, Information Technology
• ~~Information Access and Reporting~~ ~~Centralized at District Administrative Center with input from the Colleges~~	~~District Administrative Center~~	~~Associate Vice Chancellor, IT~~
• ~~Database Administration~~ ~~Centralized~~	~~District Administrative Center~~	~~Associate Vice Chancellor, IT~~
• ~~Application Development and Third Party Systems Support~~ ~~Centralized with input from Colleges~~	~~District Administrative Center~~	~~Associate Vice Chancellor, IT~~
• ~~Website Services~~ ~~Centralized with input from Colleges~~	~~District Administrative Center~~	~~Associate Vice Chancellor, IT~~
• Website Content: Decentralized	Moorpark College Oxnard College Ventura College District Administrative Center	==*__Not quite sure what to put here now that Ive created this category. In truth, this seems to be the single most decentralized thing in the entire District.__*==
• Online Instruction & Support Services: Decentralized at Colleges with support from District Administrative Center	Moorpark College	Executive Vice President Instructional Technologist
	Oxnard College	Executive Vice President Instructional Technologist
	Ventura College	Executive Vice President Instructional Technologist
	District Administrative Center	Associate Vice Chancellor, Information Technology
• Internet & Email Services: Centralized	District Administrative Center	Associate Vice Chancellor, Information Technology

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
• ~~Server Management~~ ~~-Centralized with input from Colleges~~	~~District Administrative Center~~ ~~Oxnard College~~ ~~Moorpark College~~ ~~Ventura College~~	~~Associate Vice Chancellor, IT~~
• ~~Backup and Recovery~~ ~~-Centralized~~	~~District Administrative Center~~	~~Associate Vice Chancellor, IT~~
• Video Conferencing/Interactive TV: Decentralized at Colleges with support from District Administrative Center	Moorpark College Oxnard College Ventura College District Administrative Center	Supervisor, Technology Support Services Supervisor, Technology Support Services Supervisor, Technology Support Services **Assoc V-C, IT?????**
• ~~Telecommunications~~ ~~-Centralized with input from Colleges~~	~~District Administrative Center~~ ~~Moorpark College~~ ~~Ventura College~~ ~~District Administrative Center~~	~~Associate Vice Chancellor, IT~~
• Network Management: Centralized at District Administrative Center with input from the Colleges	District Administrative Center Moorpark College Oxnard College Ventura College	Associate Vice Chancellor, Information Technology
• Help Desk Services: Centralized at District Administrative Center with input from the Colleges	District Administrative Center Moorpark College Oxnard College Ventura College	Associate Vice Chancellor, Information Technology Supervisor, Technology Support Services/ Instructional Technologist Supervisor, Technology Support Services/ Instructional Technologist Supervisor, Technology Support Services/ Instructional Technologist
• Desktop Support: Decentralized at Colleges with coordination from District Administrative Center	Moorpark College Oxnard College Ventura College District Administrative Center	Supervisor, Technology Support Services Supervisor, Technology Support Services Supervisor, Technology Support Services Associate Vice Chancellor, Information Technology

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
• Classroom and Computer Lab Support: Decentralized at Colleges with technology coordination from District Administrative Center	Moorpark College Oxnard College Ventura College District Administrative Center	Supervisor, Technology Support Services Supervisor, Technology Support Services Supervisor, Technology Support Services Associate Vice Chancellor, Information Technology
Institutional Research		
Decentralized at Colleges in coordination with District Administrative Center for DataMart maintenance	Moorpark College Oxnard College Ventura College District Administrative Center	Institutional Researcher College President Institutional Researcher College President Institutional Researcher College President Associate Vice Chancellor, Information Technology
Instruction		
Decentralized	Moorpark College Oxnard College Ventura College	Executive Vice President Executive Vice President Executive Vice President
Legal Services		
Centralized	District Administrative Center	Vice Chancellor, Human Resources Vice Chancellor, Business and Administrative Services
Library/Learning Resources		
Decentralized at Colleges with technology coordination from District Administrative Center	Moorpark College Oxnard College Ventura College District Administrative Center	Executive Vice President Executive Vice President Executive Vice President Associate Vice Chancellor, Information Technology
Planning		
• Districtwide Planning: Centralized at District Administrative Center in coordination with Colleges	District Administrative Center	Board of Trustees Chancellor Chancellor's Designee

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
● College Planning: Decentralized	Moorpark College Oxnard College Ventura College	College President College President College President
Police and College Safety		
● Student Safety: Centralized at District Administrative Center with support from Colleges	District Administrative Center[2]	Chief of Police
● Parking Enforcement: Centralized at District Administrative Center with support from Colleges	District Administrative Center[2]	Chief of Police
● Mandatory Reporting (DOJ/Clery): Centralized at District Administrative Center with support from Colleges	District Administrative Center[2]	Chief of Police
Program Development and Review		
● Program Development: Decentralized	Moorpark College Oxnard College Ventura College	Executive Vice President Discipline Faculty Executive Vice President Discipline Faculty Executive Vice President Discipline Faculty
● Program Review: Decentralized	Moorpark College Oxnard College Ventura College District Administrative Center	Executive Vice President Executive Vice President Executive Vice President Chancellor, Vice Chancellors
Public Relations/Marketing Districtwide		
Centralized	District Administrative Center	Director, Administrative Relations
Purchasing and Contracts		
● Purchasing: Centralized	District Administrative Center	Director, General Services
● Contract Administration: Centralized	District Administrative Center	Director, General Services

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[2] Housed at Ventura College.
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FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
Recruitment and Hiring		
Centralized at District Administrative Center in coordination with Colleges	District Administrative Center	Vice Chancellor, Human Resources Director of Employment Services/Personnel Commission
	Moorpark College	College President
	Oxnard College	College President
	Ventura College	College President
• Prioritizing, allocation and placement of staff at appropriate location: Decentralized function initiated by Colleges and supported by District Administrative Center	Moorpark College	College President
	Oxnard College	College President
	Ventura College	College President
	District Administrative Center	Director, Human Resources Operations Director, of Employment Services/Personnel Commission
• Compensation and Payroll Coordination: Centralized	District Administrative Center	Vice Chancellor, Human Resources Vice Chancellor, Business and Administrative Services
Records Management and Human Resources Information Systems		
Centralized	District Administrative Center	Vice Chancellor, Human Resources
Risk Management		
• General Liability: Centralized	District Administrative Center	Director, General Services
• Student Insurance: Centralized	District Administrative Center	Director, General Services
Staff Training and Development		
• Districtwide Training: Centralized at District Administrative Center in coordination with Colleges	District Administrative Center	Vice Chancellor, Human Resources Director, Human Resources Operations
• Local Training: Decentralized	Moorpark College	Executive Vice President Vice President of Business Services
	Oxnard College	Executive Vice President Vice President of Business Services
	Ventura College	Executive Vice President Vice President of Business Services

FUNCTIONS	SERVICE PROVIDER(S)[1]	RESPONSIBLE PARTIES
Student Conduct & Discipline		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Student Government		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Student Health Center		
Decentralized at Colleges with support from District Administrative Center	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Student Learning Outcomes **(Institutional, Program and Course/Service Level)**		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Student Services		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Tutorial Services		
Decentralized	Moorpark College	Executive Vice President
	Oxnard College	Executive Vice President
	Ventura College	Executive Vice President
Worker's Compensation, Health & Welfare		
Centralized	District Administrative Center	Vice Chancellor, Human Resources

This document will be assessed every two years by the District Consultation Council and Chancellor's Cabinet in consultation with District Administrative Center and College constituencies.

FYI

There are 10 different "terms" used throughout this document in the centralized/decentralized category.

They are:

Centralized
Decentralized

Centralized at District Administrative Center in coordination with Colleges
Centralized at District Administrative Center with input from the Colleges
Centralized at District Administrative Center with support from Colleges

Decentralized at Colleges in coordination with District Administrative Center for DataMart maintenance
Decentralized at Colleges with coordination from District Administrative Center
Decentralized at Colleges with support from District Administrative Center
Decentralized at Colleges with technology coordination from District Administrative Center
Decentralized function initiated by Colleges and supported by District Administrative Center