



**Ventura County Community College District
Policy, Planning, Accreditation, and Student Success Committee Meeting
February 8, 2022**

Members Present: Committee Chair Gabriela Torres, Trustee Joshua Chancer

Others Present: Chancellor Greg Gillespie; **President Julius Sokenu**, Kim Hoffmans; Directors Patti Blair, Gloria Banuelos, Andrea Ingley; Vice Chancellors Laura Barroso, Cynthia Herrera; Academic Senate Presidents Erik Reese, Amy Edwards, and Dan Clark; Vice President Damien Peña; SEIU Union Chief Steward Maria Urenda; Tamarra Coleman, Paula Munoz

Recorders: Laura Brower, Michelle Castelo

1. Call to Order. Committee Chair Torres called the meeting to order at 5:02 p.m.

1.02 Changes to the Agenda. There were no changes to the agenda.

1.03 Public Comments. There were no public comments.

2. Approval of December 7, 2021, Policy, Planning and Student Success Committee Minutes. Committee Chair Torres approved the minutes. Chair McKay will review and approve at the February 15, 2022 Board of Trustees Meeting.

3. General Items

3.01 Committee Meeting Charge and Calendar. After discussion, Trustees agreed to schedule future PPASS meetings the first Tuesday following the regular Board Meeting. Committee Chair Torres suggested adding an agenda setting prior to the PPASS meeting. This would allow time to become familiar with agenda items.

3.02 DocTract Policy Tracking System. Director Blair provided a brief overview of the new policy management system. A workgroup will be implementing the system to streamline the Board Policies and Administrative Procedures approval process. It is anticipated the system will be implemented by June 2022.

A discussion took place about the review process through the governance committees. Chancellor Gillespie advised Administrative Procedures would first be brought to Chancellor's Cabinet and then Consultation Council for final approval. The Administrative Procedures would then go to the full Board as information. Chancellor Gillespie advised the Chairs and Co-Chairs of governance committees are responsible for coordinating with the non-governance committees.

3.03 Review of Board Policy and Administrative Procedure Tracking. The tracking sheet was provided for information.

4. Student Success. There were no items.

5. Legislative Priorities

5.01 2022-2023 Community College League of California Policy Agenda. Chancellor Gillespie advised the CCLC legislative updates will be provided. The current CCLC Legislative Priority Agenda will be included under the Chancellor's Report in the February 15 Board Meeting agenda. Trustee Chancer stated the importance of advocating with our local lawmakers.

6. Planning. There were no items.

7. Board Policy Review.

7.01 First Reading: Action to Approve BP1200 Mission Statements (revised). This policy will be agendized at the April or May Board Meeting for approval. Trustee Chancer asked if there is an Administrative Procedure

addressing the process for creating mission statements. Director Blair advised there is no Administrative Procedure as each college uses their own process. Trustee Chancer requested information on college-specific processes. Director Blair will research and bring back to a future PPASS meeting.

7.02 Action to Approve Board Policy 4250 Probation (revised). After Trustee discussion, this item will be agendaized for the March 8 Board of Trustees Meeting.

8. Accreditation

8.01 Accreditation Update. Vice Chancellor Herrera advised each college has prepared a brief report that will be included in the February 15 Board Meeting agenda, as well as a comprehensive timeline. College Accreditation Liaison Officers will be present to address any questions from the Trustees.

9. Future Agenda items. Tamarra Coleman requested clarification on DEIA asking where the addition of the “A” was made and how it will be adopted. Chancellor Gillespie stated Trustee Perez is on the statewide DEI subcommittee that recommended adding Accessibility component and suggested that it should be included in all District references. At this time, there has been no official change. The change would need to be vetted. The DEI workgroup will address this.

Trustee Chancer asked who is setting the priorities for policies coming forward. Chancellor Gillespie advised Co-Chairs of the various governing committees bring policies forward. Director Blair added all governance committee agendas detailing policy review are available on BoardDocs for employee and public review.

Committee Chair Torres inquired about the policy review process. After discussion, Trustees requested an agenda item titled “Policies of Board Interest” for full board review at future Board Meetings. Chancellor Gillespie stated it would be helpful to have the full Board in agreement with clear direction prior to bringing policies forward.

10. Adjournment. Committee Chair Torres adjourned the meeting at 6:14 p.m.