

**MiraCosta College**  
**Academic Affairs Committee Regular Meeting**  
September 8, 2023  
9:00 – 11:00 am, OC3515



Link for remote viewing and public comment  
<https://miracosta-edu.zoom.us/j/86564846623>  
Meeting ID: 865 6484 6623

- I. **Call to Order**
- II. **Remote Member Attendance**  
*Description: AAC will consider remote participation of members under the provisions of AB2449, if any.*
- III. **Roll Call**
- IV. **Public Comment**
- V. **Changes/Additions to the Agenda**
- VI. **Minutes of the May 12th Regular Meeting: Review and Approval (attachment)**
- VII. **Orientation for AAC Members**
- VIII. **Subcommittee Memberships: Updating Academic and Board Policies (AP/BP), 25/26 Calendar Development, Textbook Affordability, SURF Updates, Syllabus Checklist, Prioritization of FT Faculty Hire Requests**
- IX. **Reports**
  - a. **Hiring (Hull)**
  - b. **Calendar (Hull)**
  - c. **Textbook Affordability (Pescarmona)**
  - d. **SURF Updates (Hull)**
  - e. **Updating Syllabus Checklist (Hull)**
  - f. **Redesigning the Student Experience (Askerneese)**
- X. **Adjournment**

**Next Meeting: October 13, 2023**

On September 13, 2022, California Governor Gavin Newsom signed California Assembly Bill 2449 (AB 2449) into law. This bill changes remote attendance rules under Ralph M. Brown Act's open meeting laws. With an effective date of January 1, 2023, AB 2449 imposes four periods of differing rules on remote access to, and member attendance of, local agency public meetings under the Ralph M. Brown Act (Brown Act). Further, a state of emergency is no longer in effect and so governing bodies will now meet in person with the possibility of approved remote attendance. The public may observe the meeting remotely or in person and offer public comment. A link for remote viewing or calling in is noted on the agenda. Therefore, Academic Senate and its subcommittee meetings will be held in person with a Zoom link available. If you wish to attend a meeting and you have another disability requiring special accommodation(s), please notify the Academic Senate Administrative Assistant at 760-795-6873. The California Relay Service (CRS) is available by dialing 711, or 800-735-2929 or 800-735-2922 for English or 800-855-3000 for Spanish.

In compliance with Government Code section §54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District, Academic Senate and its subcommittees in advance of their meetings, may be viewed at the Office of the Academic Senate President, One Barnard Drive, Oceanside, California, or by clicking on the Academic Senate's Committees website at <https://www.miracosta.edu/governance/academic-senate/committees.html>. Such writings will also be available at the meetings. In addition, if you would like a copy of any record related to an item on the agenda, please contact Debby Adler, Administrative Assistant to the Academic Senate President, at 760.795.6873 or by email at [dadler@miracosta.edu](mailto:dadler@miracosta.edu).

Audio recordings of meetings may be available upon request. Please contact the MiraCosta College AS President's Office 760-757-2121 x6213 or email Debby Adler, Administrative Assistant to the Academic Senate at [dadler@miracosta.edu](mailto:dadler@miracosta.edu).

**MiraCosta College**  
**Academic Affairs Committee**  
**Meeting Minutes**

May 12, 2023  
9:00 a.m. – 11:00 a.m.  
OC 4901

- I. **Call to Order** – 9:00 a.m.
- II. **Remote Member Attendance:** None
- III. **Roll Call**  
**Members Present:** Shafin Ali, Daniel Ante-Contreras, Adrean Askerneese, Daria Davis, Stacey Hull (Chair), Joseph King, John Makevich, Thong Nguyen, Kris Peck, Denee Pescarmona, Beth Powell, Kathy Rodriguez, Rick White, Tracey Williams  
  
**Members Absent:** Theresa Bolanos, Julie Cord, Cheryl Harris, Ghada Osman, Lydia Schmidtler  
  
**Guests:** Eva Viveros
- IV. **Public Comments** – None.
- V. **Changes/Additions to the Agenda** – None
- VI. **Approve Minutes of the regular meeting on April 14, 2023** – Under Old Business Hull noticed that her suggested modifications were listed under BP 5505 not AP 4250 as she intended. **[Ali/White] MSP approval of April 14, 2023, minutes with the noted correction.**
- VII. **Reports/Discussion**
  - a. **Hiring:** Hull presented an updated version of the hiring timeline for fall 2023. In addition to some minor changes there is new wording which describes how growth and replacement positions are ranked the same and how replacement positions are not guaranteed.
  - b. **Calendar:** See New Business
  - c. **Textbook Affordability:** Pescarmona explained that this topic is with AAC due to it being part of academic matters and academic freedom. Title 5 requirements say that textbook info must be published in the schedule of classes.
  - d. **Surf Updates:** No Report
  - e. **Updating the Syllabus Checklist:** This workgroup had met previously and suggested some changes to the syllabus checklist. A section of Basic Needs was added with 3 different options to add to your syllabus. The Course Repetition info was removed. Under Disability Accommodations information on IEP and 504 plans was added.
  - f. **Redesigning the Student Experience:** No Report
- VIII. **New Business**
  - a. **AP 4104: Contract Ed** – The wording in this AP was delineated to reflect information on our fee-based courses.
  - b. **BP 4220: Standards of Scholarship** – This BP had minor wording changes.
  - c. **AP 4220: Standards of Scholarship** – This AP required minor wording changes.
  - d. **BP 4400: Fee-Based Community Education Programs** - No changes were made.
  - e. **AP 4400: Fee-Based Community Education Programs** - No changes were made.
  - f. **AP 3750: Use of Copyrighted Materials** – Information about the “TEACH Act” was moved to the second paragraph along with other minor wording changes.
  - g. **BP 4040: Library and Other Instructional Support Services** – Changed “math learning center” to “STEM learning center.”
  - h. **AP 4040: Library and Other Instructional Support Services** – Minor changes made.

**[Powell/Peck] MSP: Approve New Business items A - H with the discussed changes.**

**IX. Old Business**

- a. **Academic Calendar 2024-25:** One change is the addition of a holiday on March 20, 2025
- b. **AP/BP 4235: Credit for Prior Learning:** No Changes from our last read through on the BP. The AP had only minor changes.
- c. **BP 4250: Academic and Progress Notice, Separation and Readmission:** Made the title consistent with the wording in the body of the BP.
- d. **AP 4250: Academic and Progress Notice:** Minor changes.
- e. **AP 4255: Academic and Progress Separation and Reinstatement:** Keep "readmission" in the title. Aligned the wording to match throughout the AP. Changed "no credit" to "no pass."
- f. **AP 5075: Course Adds and Drops:** The deadline for using permission codes was changed from 5 days to the "10% deadline" of the class. Wording made consistent throughout.

**[Makevich/Williams] MSP approve Old Business items A – F with the discussed changes.**

**X. Adjourn: 11:10**