

## **MiraCosta College**

### **Academic Affairs Subcommittee Regular Meeting**

September 9, 2022; 9:00 – 11:00 am, Online via Zoom

<https://miracosta-edu.zoom.us/j/81423032596>

Meeting ID: 814 2303 2596



#### **I. Call to Order**

#### **II. Roll Call**

#### **III. Teleconferencing Meetings**

##### **A. Teleconferencing Meeting Pursuant to AB 361 - Hull**

Description: The Academic Affairs Committee (AAC) will consider whether to authorize teleconferencing meetings pursuant to recent legislation AB 361, since meeting in person would present imminent risks to the health or safety of attendees. In order to continue to meet under these abbreviated teleconferencing procedures, AB 361 requires a legislative body to make specified findings not later than 30 days after the teleconferenced meeting and to make those findings every 30 days thereafter. AAC will consider the circumstances of the state of emergency and determine if the emergency continues to directly impact the ability of members to meet safely in person OR if state and local officials have imposed or recommended measures to promote social distancing.

#### **IV. Public Comment**

#### **V. Changes/Additions to the Agenda**

#### **VI. Minutes of the May 13, 2022 Regular Meeting: Review and Approval (attachment)**

#### **VII. Reports/Discussion**

- a. Introductions** (Hull-15 min)
- b. Hiring** (Hull-5 min)
- c. Calendar** (Hull-5 min)
- d. Textbook Affordability** (Hull-5 min)
- e. SURF Updates** (Hull-5 min)
- f. Updating Syllabus Checklist** (Hull-5 min)
- g. Redesigning the Student Experience** (Pescarmona -5 min)
- h. Subcommittee Memberships for Updating AP/BP** (Hull-20 min)
- i. Subcommittee Memberships for Calendar, Textbook Afford., SURF Up., Syllabus Check., Redesign. Student Exp.** (Hull-20 min)

#### **VIII. Old Business**

##### **a. Academic Calendar 2023-24** (Hull -20 minutes)

Description: We'll continue our discussion of the academic calendar for the 2023-24 term. We're asking for a vote to send a calendar to Academic Senate for approval.

#### **IX. Adjournment**

Due to State mandated guidelines during the coronavirus quarantine, all Academic Affairs Committee (AAC) meetings will be held via Zoom. If you wish to participate in the meeting and you have another disability requiring special accommodation, please notify the Academic Senate Administrative Secretary at 760.795.6873 or 760.757.2121, extension 6873. The California Relay Service (CRS) is available by dialing 711, or 1-800-735-2922. 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 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 website at <https://www.miracosta.edu/governance/academic-senate/index.html>. Writings will also be available at the AAC meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Debby Adler, Administrative Secretary to the Academic Senate President, at 760.795.6873, or by email at [dadler@miracosta.edu](mailto:dadler@miracosta.edu).

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

May 13, 2022  
9:00 a.m. – 11:00 a.m. ZOOM

**Members Present:** Shafin Ali, Daniel Ante-Contreras, Adrean Askerneese, David Bonds (Chair), Julie Cord, Anne Fleming, Claudia Flores, Yana Gardiner, Tricia Hoste, Stacey Hull, Joseph King, Lauren McFall, David McField, Thong Nguyen, Kris Peck, Denee Pescarmona, Beth Powell, Kathy Rodriguez, Rosa Viramontes, Rick White,

**Members Absent:** John Makevich, Dave Massey, Ghada Osman, Steve Torok, Alexis Tucker Sade, Heidi Willis

- I. **Call to Order** – 9:00 a.m.
- II. **Approve Continued Online Meetings per AB 361 – [Flores/Ali] MSP – Approve to continue meeting online.**
- III. **Public Comments** – None
- IV. **Changes/Additions to the Agenda** – None
- V. **Approve Minutes of the regular meeting on April 8, 2022 – [Hull/Powell] MSP - Approve the April 8, 2022 minutes of the regular meeting.**
- VI. **Reports/Discussion**
  - a. **Hiring:** Bonds reported that there are no changes to the Hiring Timeline. Pescarmona suggested using the summer chair retreat to give new chairs a head-start on this process.
  - b. **Calendar:** Bonds reported that the 2023-2024 calendar was approved at Senate and will now go to College Council for their approval.
  - c. **Textbook Affordability:** McFall reports that the subcommittee has been in a holding pattern regarding the grant they applied for. Surveys and videos are still being made.
  - d. **Surf Updates:** Pescarmona gave an update regarding the Chancellors Office asking for reports on Instructional Materials Fees. She also touched on the functionality of PeopleSoft and elements that will eventually be going away. The Office of Instruction will work on ways to create daily reports for faculty as the functionality of PS declines.
  - e. **Updating the Syllabus Checklist:** Ali showed a copy of the latest draft of the Syllabus Checklist which includes the three different options (table vs. paragraph vs. link). He ran the draft by John Thomford who suggested some very minor edits. McFall mentioned that the table and links should be accessible to anyone using it.  
**[McField/Peck] MSP - Approve the Syllabus Checklist**
  - f. **Redesigning the Student Experience:** Pescarmona reported that many of the leads from IPRC, BPC, CPC, etc., came together to talk about how their work is impacted by and their relationship with Redesigning the Student Experience. How is the work that we are doing enhancing the student experience? How are we approaching our policy revisions with student equity in mind?
- VII. **New Business:** None
- VIII. **Old Business**
  - a. **AP 5075 Course Adds and Priorities:** Rodriguez explained that she updated the gender language and Military withdrawal information.  
**[Hull/White] MSP – Approve the updated AP5075 as presented.**
- IX. **Information:** Flores asked Pescarmona a question surrounding transparency on hiring. Viramontes questioned the hiring of replacements vs. new hires. Is one given priority over the other?
- X. **Adjournment:** 9:55 a.m.

# MiraCosta College

## 2023-2024 Academic Calendar

### Summer Session 2023 June 2023

S	M	T	W	Th	F	S
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4	5	6	7	8	9	10
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### Fall Semester 2023 August 2023

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### Spring Semester 2024 January 2024

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### July 2023

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### September 2023

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### February 2024

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### IMPORTANT DATES

#### SUMMER

June 12 Start of Summer 8-week Intersession  
June 12 Start of Summer 6-week Intersession  
August 5 End of Summer Intersession

#### FALL

Aug 18 All-College Day  
Aug 21 Classes Begin  
Sept 1 Last Day to Add Classes  
Sept 1 No "W" Deadline\*  
Sept 5 First Census  
Sept 25 30% Pass/No Pass Deadline\*\*  
Nov 17 75% Withdrawal Deadline\*\*\*  
Dec 11-16 Final Exams  
Dec 16 End of Semester  
Dec 24-Jan 1 Campus Closed

#### SPRING

Jan 22 Classes Begin  
Feb 3 Last Day to Add Classes  
Feb 3 No "W" Deadline\*  
Feb 5 First Census  
Feb 28 30% Pass/No Pass Deadline\*\*  
Mar 18-23 Spring Break  
Apr 23 75% Withdrawal Deadline\*\*\*  
May 21-24 Final Exams  
May 24 Commencement

\*Last day to withdraw from classes without a "W"

\*\*Last day for exercising pass/no pass option

\*\*\*Last day for exercising option to withdraw without an evaluative grade (A, B, C, D, F, Pass, No Pass)

June 19 Juneteenth (Legal Holiday)  
July 4 Independence Day (Legal Holiday)  
Sept 4 Labor Day (Legal Holiday)  
Nov 10 Veterans Day (Observance)  
Nov 23 Thanksgiving Day (Legal Holiday)  
Nov 25 Day after Thanksgiving (Local Holiday)  
Dec 25 Christmas (Observance)  
Dec 25-31 Winter Closure  
Jan 1 New Year's Day (Observance)  
Jan 15 Martin Luther King, Jr. Day (Legal Holiday)  
Feb 12 Lincoln Day (Observance)  
Feb 19 Washington Day (Legal Holiday)  
Mar 21-22 Thursday/Friday of Spring Break (Local Holiday)  
May 27 Memorial Day (Legal Holiday)

### October 2023

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### November 2023

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### April 2024

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15+1 16+1 16+1 15+1 15 15+1  
82 Days of Instruction • 5 Days of Flex  
1 All-College Day

15 16+1 16+1 16+1 16+1 15  
83 Days of Instruction • 5 Days of Flex

Legal/Local Holidays	Spring Semester
Commencement	Flex
Final Exams	Spring Break
Summer Intersession	Non-class days
Fall Semester	All-College Day



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