



- I. **Call to Order**
- II. **Public Comment**
- III. **Changes/Additions to the Agenda**
- IV. **Minutes of the May 8, 2020 Regular Meeting: Review and Approval (attachment)**
- V. **Reports/Discussion**
 - a. **Introductions** (Bonds-15 min)
 - b. **Hiring** (Bonds-5 min)
 - c. **Calendar** (Bonds/Fohrman-10 min)
 - d. **Textbook Affordability** (Tucker-Sade-5 min)
 - e. **SURF Updates** (Willis-5 min)
 - f. **Updating Syllabus Checklist** (Horton-5 min)-
 - g. **Redesigning the Student Experience** (Dieckmeyer /Fohrman -5 min)
 - h. **Subcommittee Memberships for Updating AP/BP** (Bonds-20 min)
 - i. **Subcommittee Memberships for Calendar, Textbook Afford., SURF Up., Syllabus Check., Redesign. Student Exp.** (Bonds-20 min)
- VI. **New Business**
- VII. **Old Business**
- VIII. **Information**
- IX. **Future Agenda Items**
 - a. **Honors students priority enrollment**

Next Meeting: October 9, 2020, 9:00 a.m.-11:00 a.m., Online via Zoom

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MiraCosta College
Academic Affairs Committee
Meeting Minutes

May 8, 2020
10:00 a.m., ZOOM

Members Present: Shafin Ali, Daniel Ante-Contreras, David Bonds (Chair), Patrick Conahan, Christy Coobatis, Jonathan Fohrman, Wendy Horton, Tricia Hoste, Stacey Hull, Joseph King, Dave Massey, Thong Nguyen, Al Taccone, Alexis Tucker Sade, Rosa Viramontes,

Members Absent:, Diane Dieckmeyer, Shawn Firouzian, Lauren McFall, Dylan Nack, Arian Nazari, Chiara Von Herrath, Heidi Willis

Guests: Mitra DeSousa, Chelsea Kott

- I. **Call to Order:** 10:00 a.m.
- II. **Public Comment:** None
- III. **Changes in/Additions to the Agenda:** None.
- IV. **Minutes:** [Taccone/Conahan] MSP - Approval of April 10, 2020 minutes as presented.
- V. **Reports/Discussion**
 - a. **Hiring** – Bonds reported that he attended the last Academic Senate meeting and let them know the hiring timeline and that the criteria has remained unchanged.
 - b. **Calendar** – Bonds met with Dieckmeyer about the calendar. The subcommittee tried to meet with Trudy, but was unable to do so.
 - c. **Textbook Affordability** – Tucker Sade will use the summer to think about how to continue offering affordable or no cost textbooks.
 - d. **SURF Updates** – No Report
 - e. **Updating Syllabus Checklist** – Horton reported that the ACP team sent some changes so those were incorporated into the checklist.
[Taccone/King] MSP to approve the added language.
 - f. **Redesigning the Student Experience** – Fohrman reported that the main focus is now on Student Success Teams. ACP Leads and Deans have been meeting monthly. There has been dialogue about how to add value in the developments of the ACP's. The committee is still developing and defining what ACP's mean here at MCC.
- VI. **New Business**
 - a. **AP 4021 Program Discontinuance-** Bonds reported that there are no changes to the language from CCLC. Taccone stated that he has seen this AP in action and he feels the process works fine.
[Taccone/Alf] MSP Approve AP 4021 as presented.
- VII. **Old Business**
 - a. **Academic Calendar 2021-22-** Bonds discussed the suggestion of taking the entire week off at Thanksgiving with Diane and she preferred that it NOT be considered. There really wasn't enough information to make a thoughtful decision on taking the whole week off. It's apparent that Oceanside, Carlsbad and Encinitas are all aligned with the same spring break, but MCC's is different. Bonds suggested that MCC at least try to align their school holidays with the feeder schools.
[Horton/Ante-Contreras] MSP Approval of Calendar which begins August
 - b. **AP 5075 Course Adds and Drops** – Bonds suggested that a work group be established. Horton will bring this to Committee on Exceptions in the fall.
 - c. **AP/BP 4040 Library and Other Instructional Support Services** – We now have a paragraph added from Academic Support and Tutoring Services.
[Fohrman/Viramontes] MSP Approval of AP 4040 with the addition of the Academic Support and Tutoring Services information.
[Viramontes/Horton] MSP Approval of BP 4040 with the modification of the review date.
 - d. **AP/BP 5505 Academic Integrity/Academic Dishonesty Appeal Process-** DeSousa & Kott, were brought in to summarize the changes. First and foremost a distinction was made between Student Code of Conduct &

Academic rights and integrity. They wanted to close the understanding gap because many of the academic dishonesty cases involve international students and EOPS students. More of an educational approach is taken and less punitive words are used. The process remains the same. Kott said it also follows Ed Code. **[Hull/Viramontes] MSP to approve AP 5505 with a small change to section B. The AP will now have the addition of “or division designee” after “Vice President, Instructional Services.”**

[Viramontes/Coobatis] MSP to approve BP 5505

VIII. Information

- a. **International Education Committee** – Petri shared the Education Abroad Handbook which is still in the developmental stage. He went over the summary of activities from 2019-2020 Study Abroad Program.

IX. Future Agenda Items

- a. Honors students priority enrollment

X. Adjournment: 11:00 am