MiraCosta College
Academic Affairs Committee Regular Meeting
November 13, 2026
9:00 – 11:00 am, OC3515

Link for remote viewing and public comment
Meeting ID: 860 7297 3567

I. **Call to Order**

II. **Roll Call**

III. **Public Comment**

IV. **Changes/Additions to the Agenda**

V. **Minutes of the October 9 Regular Meeting: Review and Approval (**attachment**)**

VI. **Check-In:** Book Slide Distribution

VII. **Reports**

- **a. Hiring** (Ante-Contreras) – Daniel will Zoom in from his conference to give an update
- **b. Calendar** (Ante-Contreras) – Calendar workgroup will be contacted to convene early next semester to begin drafting 2029-2030. Want to wait until after the post-Week 16 Flex week this semester before planning.
- **c. Textbook Affordability** (McFall)
- **d. SURF Updates** (Pescarmona) – Cloud migration finishing successfully
- **e. Updating Syllabus Checklist** (Ante-Contreras)
- **f. Redesigning the Student Experience** (Lindstrom)

VIII. **New Business**

- **a. Academic Proctoring Center** (Ali)
  This will be a conversation of the current state of the Academic Proctoring Center. Faculty are invited to share their experiences as public comment. AAC is seeking to lay out a plan for the continued use and support of the APC.
- **b. AP 4236 Advanced Placement Credit**
  Description: Changes made to align with new CCLC template language
- **c. AP/BP 4220 Standards of Scholarship**
  Description: Minor changes made to align with CCLC language about academic pause and "alternative methods"

IX. **Old Business**

- **a. Discussion about Hiring Prioritization Taskforce Process**
  Description: A discussion of the composition of the taskforce and number and modality of meetings; ongoing for each meeting, setting aside 10-20 minutes for discussion of priorities and changes

X. **Adjournment**

Next Meeting: December 11, 2026

AB 2449 sunsets on January 1, 2026. Unless new legislation extends or replaces these provisions, the Academic Senate and its subcommittees will revert to the traditional Brown Act teleconferencing rules, which require publicly posted remote locations, physical accessibility to the public, and quorum attendance at the noticed meeting location. Accordingly, meetings are conducted in person, with remote access for public observation or comment provided when available. If you require disability-related accommodations, please contact the Academic Senate Administrative Assistant at 760-795-6873. In compliance with Government Code §54957.5, non-exempt materials distributed to a majority of the Academic Senate will be available at the Office of the Academic Senate President and on the Academic Senate website. Records related to agenda items may be requested from Arielle Locke at 760-795-6873 or alocke@miracosta.edu.

MiraCosta College
Academic Affairs Committee
Meeting Minutes

October 9, 2026
9:00 – 11:00 am, OC3515

I. **Call to Order –** 9:05am

II. **Roll Call –**

Present – Daniel Ante-Contreras (Chair), Shafin Ali, Kyle Arriola, Adrean Askerneese, Darlene Burke, Giana Carey, Julie Cord, Shawn Firouzian, Robert Kelley, Sara Martinez, (student); Jonathan Marquis, Lauren McFall, Kris Peck, Denée Pescarmona, Kathy Rodriquez

Members Absent – Zhenya Lindstrom, Ariana Solis

Others Present – Delores Loedel, Nate Scharff, Ariana Solis, Suganya Sankaranarayan

III. **Public Comment –** None

IV. **Changes/Additions to the Agenda –** None

V. **Minutes of the September 11, 2026 Regular Meeting: Review and Approval (**attachment**)**
[Cord, Firouzian] Motion. Approved.

VI. **Check-In: Icebreaker -** The Importance of Books in Our Lives.

Daniel Ante-Contreras introduced an icebreaker activity designed to encourage committee members to reflect on their personal experiences with books and the role reading has played in their lives. The activity was also intended to connect with upcoming committee discussions concerning textbooks, bookstore services, and students' relationships with books. Members were paired using matching images of characters from The Legend of Zelda and asked to interview one another about books that had been meaningful to them, as well as their preferred reading themes and topics. Participants recorded their partners' responses on shared slides accessed through a QR code or link. Daniel explained that the activity would continue during the November and December meetings and encouraged members to complete their slides before the November meeting.

Following the activity, Denée Pescarmona encouraged members to read the college's Tidepools publication, highlighting an essay by Curry Mitchell about children engaging with reading and writing. Daniel also announced that he and Curry would be co-teaching an Introduction to Literature course the following semester, incorporating video games and literature, and encouraged members to share this opportunity with interested students. Lauren McFall mentioned that Tao Ha had recently published a book (Love Letters to the Dirty South by UNM Press.).

VII. Reports

(a) Hiring (Ante-Contreras) – See New Business

(b) Calendar (Ante-Contreras) – the 2029/2030 calendar will be drafted next semester

(c) Textbook Affordability (McFall/ Pescarmona) – Conversations about book affordability and the bookstore will be ongoing

(d) SURF Updates (Pescarmona) –

(e) Updating Syllabus Checklist (Ante-Contreras) –

Daniel Ante-Contreras informed the committee that the Academic Senate had identified guidance on artificial intelligence (AI) statements in course syllabi as a priority. The Syllabus Checklist workgroup will consider how faculty should communicate their expectations regarding AI use to students, including what information should be recommended or required in syllabi. Daniel clarified that the objective is not to develop a college-wide AI policy, but rather to provide guidance that allows individual faculty members to establish and communicate their own policies. The matter may also be discussed by the full AAC.

Robert Kelley emphasized the importance of obtaining broad faculty feedback, given that syllabus guidance would affect all faculty. Daniel reiterated that the intent is to develop guidance rather than a formal institutional policy, noting that Jim Sullivan had expressed strong opposition to a campus-wide AI policy and that such a proposal would be unlikely to receive Academic Senate approval.

(f) Redesigning the Student Experience (Lindstrom) –.

VIII. New Business

a. Recommended Prioritization of Full-time Faculty Requests (Ante-Contreras)

Daniel Ante-Contreras presented the Hiring Prioritization Taskforce's recommended rankings of 21 full-time faculty requests from 16 departments, noting that approximately 10–12 positions were expected to move forward. The committee discussed the rankings, the supporting justifications, taskforce representation, and the subsequent Academic Senate and administrative approval process. Denée Pescarmona acknowledged the taskforce's extensive work and clarified that three previously approved positions (Accounting, Biology, and Nursing Simulation) would proceed separately from the current prioritization process. Additional comments addressed enrollment trends and program needs in Accounting and Business. Following discussion, the committee approved the recommended rankings, with one abstention (Kathy Rodriguez), for forwarding to the Academic Senate. [Burke, McFall] Motion. Approved.

b. Discussion about Hiring Prioritization Taskforce Process (Ante-Contreras)

Committee members participated in small-group discussions to review the Hiring Prioritization Taskforce checklist and identify potential improvements to the process. The subsequent discussion focused on ensuring broader faculty representation across deaneries, improving communication and access to relevant information, and providing greater clarity regarding taskforce procedures. Members also discussed the value of independent initial rankings, the timing and availability of administrative input, and the need to streamline hiring proposals by

reducing redundancy and emphasizing essential information. Daniel summarized four principal suggestions: ensuring faculty representation from each deanery, holding an orientation or preliminary meeting before the prioritization process, obtaining written contextual input from deans early in the process, and requesting shorter summaries of hiring proposals to highlight key considerations. The committee agreed to continue reviewing these suggestions at subsequent meetings, with the goal of revising the taskforce process and hiring criteria before the next hiring cycle.

IX. Old Business

a. AP/BP Taskforce Assignments Revisit

Daniel Ante-Contreras provided an update on ongoing discussions with Academic Senate President Jim Sullivan and Denée Pescarmona regarding the review and revision of Board Policies (BPs) and Administrative Procedures (APs). Several items were identified for further consideration, including AP 4021 (Program Discontinuance), particularly the development of timelines for a revised discontinuance process; BP 4030 (Academic Freedom), to align the policy with recently negotiated contractual provisions; AP 4231 (Grade Change), requiring more immediate attention; AP/BP 4010 (Academic Calendar), particularly regarding Veterans Day; and AP/BP 3710 (Copyright and Library). Kathy Rodriguez also requested the inclusion of AP/BP 4240 (Academic Renewal), with Kathy and Adrean Askerneese identified as participants in that review. Daniel indicated that these items would be circulated or revisited at the next meeting to organize workgroup assignments and establish priorities for review during the spring semester.

b. AP 4235 Credit for Prior Learning

Description: Changes have made to reorganize information and include Title V language based on changes. Additional language noting CPC's role in the CPL curriculum approval process also added.

X. Adjournment – 10:57am

ADMINISTRATIVE PROCEDURE AP 4236: Advanced Placement Credit

Any student who passes and submits a College Board Advanced Placement (AP) examination with a minimum score of three ~~in a subject matter~~ may be awarded credit credit for the California General Education Transfer Curriculum (Cal-GETC) or for ~~in a~~ general education requirements, as appropriate~~area with a subject matter similar to that of the AP examination~~. Where no direct course or general education area matches an AP examination, the College may award elective credit.

The faculty in the appropriate discipline shall approve AP examinations, qualifying scores, courses for which credit will be granted, and college requirements that may be met by AP examinations, in accordance with policies and procedures approved by the curriculum committee.
~~Course-to-course equivalency for AP examination is determined by the appropriate discipline faculty.~~

~~If the district does not offer a course similar in content to an AP examination, the district may award credit in the General Education area shown on the California Community College General Education AP List. If there is no General Education area that fits the AP Examination, the District may award elective credit.~~

A student's academic record will be annotated to reflect credit earned through an AP examination.

The district shall post its Advanced Placement Credit information in the MiraCosta College catalog.

Periodic Review:	3/10/22
Reference Update:	12/17
References:	Education Code 79500 Title 5 §55052
CCLC Update:	#31, 12/17, #39, 10/21, 10/26
Steering:	AAC / AS

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ADMINISTRATIVE PROCEDURE 4220: Standards of Scholarship

Matters identified by Title 5 as standards of scholarship are grading policies, pass/no pass options, credit for prior learning, standards for academic ~~and~~ progress notice and ~~separation~~pause, academic record symbols, grade changes, course repetition, ~~and~~ academic renewal, and alternative methods of awarding credit. Authority and responsibility is delegated to the assistant superintendent/vice president, Instructional Services, and the Academic Senate as described in the policies and procedures on Collegial Governance and Participation in Local Decision Making (see Board Policy and Administrative Procedure 2510).

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Effective Date:	5/5/09, 10/1/20, 8/31/23, 12/18/25
Periodic Review:	5/12/15, 8/5/16, 4/21/22
References:	Education Code §70902 70902 subdivisions (b)(3) & (d); Title 5 Section 51002
CCLC Update:	~~4/18, 4/20, 10/26~~
Steering:	AAC/CPC / AS

The superintendent/president shall establish procedures that establish standards of scholarship consistent with the provisions of title 5 sections 51002, 55020 et seq., 55030 et seq., 55040 et seq., 55050, et seq, and board policy.

These procedures shall address: grading policies, academic record symbols, grade point average, credit for prior learning, academic and progress notice, academic and progress ~~separation~~ pause, academic renewal, course repetition, limits on remedial coursework, and grade changes.

The procedures shall be described in the MiraCosta College catalog.

Adoption History:	5/5/09, 8/17/16, 11/19/20, 10/19/23, 2/19/26
Periodic Review:	5/19/22
Reference Update:	4/16, 4/18
References:	Education Code §70902(b)(3) Title 5, §§51002, 55020 et seq., 55031 et seq., 55040 and 55050 et seq
CCLC Update:	#28, 4/16; #32, 4/18, 10/26
Steering:	AAC/CPC / AS

AAC hiring prioritization workgroup checklist

- Workgroup should consist of 10-15 members, 2 administrators (VPI and VPSS) and 8-13 faculty (primarily full-time, but up to one associate faculty member*) with diverse representation of campus departments and programs. Departments should be limited to one member on the workgroup, especially if that department is requesting a hire.
    - Inclusion of representation from counseling, non-credit, and career education (may need to be recruited from outside of AAC depending on committee composition)

- Meetings can be in-person or on Zoom, with preference for the former

- The workgroup will have two meetings during the prioritization process: one meeting during week 5 that will run ~3-4 hours and one meeting during week 6 that will run ~2-3 hours.

- Workgroup chair collects prioritization from each member before 1st discussion meeting but will not share with the workgroup if that is the member's preference

- 1st discussion is organized so time is dedicated to each plan

- Workgroup members will not advocate for any position during discussions

- Confirm retirement/resignation positions have been submitted in Workday

- Create separate lists for district and non-district funded positions

- At the end of the first discussion meeting, members will have an opportunity to adjust prioritization based on discussions. Questions will also be generated for plan authors, with the Chair sending those questions for responses before the second meeting.

- Rationales for requested positions within a certain possible funding range determined by college administration will be included in the recommended prioritization forwarded to the academic senate

*If an associate faculty member is included, priority for the workgroup will be given to the associate faculty member on AAC. If that person is unavailable, the Chair can seek another associate faculty member from a different Academic Senate subcommittee. Associate faculty members in a department submitting a hiring request should not be part of the workgroup.