

Mission College Academic Directions Committee Agenda

May 3, 2013, 1:00 pm - 3:00 pm ROOM E3-401

Committee Member	А	Р	Guests
Haze Dennis, Applied Sciences		х	Jim van Tassel, Faculty, Business
Ann Cowels, Applied Sciences	Х		
Judie del Frate Golden, Business & Technology		х	
Rick Rivas, Business & Technology		Х	
Faculty, Language Arts (vacant)			
Cathy Cox, Language Arts		Х	
Keith Johnson, Liberal Studies, Division Council	Х		
Jeff Cormier, Liberal Studies		х	
Diane Lamkin, Math & Science		Х	
Thais Winsome, Math & Science, ADC Chair		х	
Bob Miller, Student Services		Х	
Faculty, Student Services (vacant)			
Danny Nguyen, Dean, Math & Science	Х		
Mina Jahan, Dean, Technology and Instructional Dean, Business & Technology		х	
Natalie Nguyen, ASG Representative (ex officio)	Х		
Daniel Peck, Interim Vice President of Instruction (ex officio)		Х	
Dianne Dorian, Academic Senate President (ex officio)	х		
CRC Chair (ex officio)			
Pat Hernas, Program Review Chair (ex officio)	Х		
Research & Institutional Effectiveness (ex officio)			

- 1. Call to Order: 1:17 p.m.
- 2. Approval of Agenda and Notes. Agenda approved without changes. Notes were not yet ready for approval.

3. Old Business

a. Revise MCAS Program Discontinuance Policy (30 minutes)

Thais Winsome presented the "cleaned-up" draft revision to the Program Discontinuance Process. Cathy Cox had edited the existing document to format it and better clarify that it is a <u>process</u>, rather than a <u>policy</u>, as district policies are set by the Board while the Senate and other entities develop processes to carry out those approved processes. References to existing current Board Policies and Administrative Procedures were added and the philosophical background was more clearly delineated as a separate part from the process.



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In discussion of the actual program discontinuance process, minor changes were recommended to clarify various points such as identifying the stakeholders, steps to be followed in the implementation of senate recommendations, etc. A motion was made and seconded to approve the revision (Cox/Miller). The motion carried unanimously. The revised process will be forwarded to the MCAS for approval.

b. Review revised ADC Work Group Process (30 minutes)

Revisions to the process to be used by revitalization Work Groups were reviewed. These changes include clarification of the actions expected of ADC and the work groups and a timeline for accomplishing those actions. A variety of clarifications to wording were suggested by ADC committee members. Time was extended by 15 minutes (Cox/Miller/U). There was discussion of the steps to be followed if a department referred to revitalization fails to participate in the revitalization process, in particular whether ADC should even attempt to make recommendations based on its own assessment of the problems absent involvement of program faculty. The office of instruction would appreciate that some suggestions be given if a program is referred to them in this situation. It was suggested that perhaps what ADC would be doing in this case would be confirming the issues in the original referral and adding an assessment of program issues as seen by ADC. It was moved that this process be accepted (Miller/Lamkin/U)

4. New Business

- a. none
- 5. Information & Announcements
 Cathy announced that CRC has two more meetings for the semester.
- 6. Adjournment: The meeting adjourned at 2:54 p.m.