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| COCC_Logo_circle_RGB | **ACADEMIC AFFAIRS** **FORM 2: Action Item Signatures** |

**Date of Academic Affairs meeting** **initial presentation:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Presenter(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Summary of Proposal**: (Include or attach brief description.)

**Check the following**: 🞏 First Reading 🞏 Second Reading

**Academic Affairs Recommendation** (Check all that apply)

 🞏 Approve the proposal as submitted.

 🞏 Approve an amended proposal. Describe amendment:

 🞏 Vote against the proposal. Provide Rationale:

 🞏 Create a task force to broaden the discussion:

🞏 Refer the issue to the Vice President for Instruction/ Instructional Deans and/or other appropriate College committee for broader review and consideration.

Date: \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Presenter*

Date: \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Chair of Academic Affairs*

Date: \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Vice President for Instruction*

**Recommendations for Implementation of and Communications about Approved Proposals**

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| **Recommendations** | **Parties included in communication/implementation** |
| Program level  | Program Director, VPI, Dean, and/or Faculty Forum President |
| Instructional policies that impact admissions, advising, curriculum, banner, students | VPI, other appropriate administrator, Dean and/or Faculty Forum President |
| Instructional policies that impact faculty | VPI and/or Faculty Forum President |
| Policies that impact larger campus | VPI, Faculty Forum President, College Affairs and/or President |