



ACADEMIC CALENDAR COMMITTEE MEETING

NOTES

Friday, September 25, 2020

11:00 AM – 12:30 PM

Zoom- <https://cccconfer.zoom.us/j/95441560210>

Members:

VC Student & Institutional Success
President, Academic Senate-GC
President, Academic Senate-CC
Vice President, Academic Affairs-GC
Vice President, Instruction-CC
Vice President, Student Services-GC
Vice President, Student Services-CC
Dean, Counseling Services-GC
Dean, Counseling-CC (also AA rep)
Instructional Operations Supervisor-GC
Instructional Operations Supervisor-CC
AFT representative
CSEA representative
Classified Senate representative-GC
Classified Senate representative-GC
Student rep, Assoc. Students-GC
Student rep, Assoc. Students-CC

Sean Hancock
Denise Schulmeyer
Manuel Mancillas-Gomez
Marshall Fulbright
Pat Setzer
Marsha Gable
Jessica Robinson
Martha Clavelle
Nicole Jones
Marsha Raybourn
Julie Kahler
Jim Mahler
Patty Sparks
Natalija Worrell
Lisa Lundgren
Kaelin Mastronardi
Kristie Macogay

Other participants:

Dean of A&R and Financial Aid-GC Aaron Starck
Dean of A&R-CC Gregory Vega
Director Financial Aid-GC Michael Copenhaver
A&R Supervisor-GC Wayne Branker
Evaluations Advisor-GC Olivia Krausie
A&R Specialist-CC Debbie Ayers
A&R Specialist, Sr.-CC Vanessa Saenz
Master Class Scheduler-GC Kelly Jackson
Master Class Scheduler-CC Reyna Torriente
Counselor, Chair-GC Gary Johnson
Counselor, Chair-CC Amaliya Blyumin for Raad Jerjis
Director, Enterprise Systems Michael Carr
Business Analyst/IT Laura Murphey
Note taker Myra Lomahan

Discussion Items	Action and Follow-Up
A. Welcome	Jessica and Marshall, Co-Chairs welcomed the participants to the meeting and reviewed the action items from last meeting.
B. Academic Calendar Review and Discussion <ul style="list-style-type: none"> 2021-2022 2022-2023 Intersession Data 	<p>The Intersession Data provided by Sam Ballard in RPIE were reviewed: Success rates for three and four week sections for the last five spring terms based on grades (A, B, C, or P) and student enrollment</p> <ul style="list-style-type: none"> The number of sections and length data was reviewed Based on review of data and discussion, the calendar will have a 4-week intersession <ul style="list-style-type: none"> Faculty will have the flexibility to do a 3-week intersession depending on the course <p>Julie shared the academic calendar updates that were made for both calendars:</p> <ul style="list-style-type: none"> 4-week intersessions pushes the first 8 week and 2nd 8 week end dates with spring break still in between the sessions Added National Voter Registration Day Dates provided by A&R such as last day to drop and apply all changed due to the 4-week intersession It was recommended we expand flex days from 9 to 10 days Move registration to last week of June Action: Marsha/Kelly will add another flex day Action: Once the calendar are approved by the board, VPs will submit the petition to the CCCCC reflecting the flex day change <p>The following were discussions on the 2021-22 calendar:</p>

	<ul style="list-style-type: none"> • With the addition of the two days in fall (counting the two instructional Saturdays from previous version were not necessary) • Grades now due on the 20th to allow four work days to turn in grades • Denise mentioned adding minutes to courses doesn't always work for labs and is not the best way for student learning • Julie stated instructional ops always make sure we meet the number of contact hours • Saturdays might still need to be added • Fall registration date needs to be moved to last week of June which can also help Admissions and Records with operations <ul style="list-style-type: none"> ○ Registration should be consistent ○ Action: Retrieve data on benefits of enrollment strategies and pattern to determine if we should have a longer registration period • Jim suggested we take Thanksgiving week off and extend winter break to make up for the Thursday lost due to Veteran's Day being observed on a Thursday <ul style="list-style-type: none"> ○ We need to make sure we note this doesn't happen every year or takes precedence, it depends on the year and where the holidays fall on various days ○ Veteran's Day lands on a Thursday for 2021-22 ○ To make up a Thursday and not add minutes to Thursday courses, seems that Thanksgiving week off makes sense ○ We do have more days in a calendar year than what we need ○ The district is open during Thanksgiving week, classes will not be held • Action: Marsha/Kelly will update the 2021-22 calendar to reflect Thanksgiving week off (in yellow) with an extended December through the 17th and grades due on the 23rd <p>Marshall recommended we set guiding principles to our academic calendars. The following is a few principles noted:</p> <ul style="list-style-type: none"> • Veteran's Day must be observed on the 11th, if any of these dates falls on a Saturday or Sunday, the holiday is observed on the preceding Friday or Monday, respectively • Thanksgiving week off is not a rule and depends on several criteria • Spring break occurs between the 4-week and 8-week intersession • Action: Julie will send additional principles to Jessica/Marshall. • Action: ALL to submit what they would consider guiding principles • Action: Marshall and Jessica will get together and draft a set of guiding principles for a sub-committee to review then email to the participants of this committee <p>Additional items:</p> <ul style="list-style-type: none"> • 4/10 summer schedule will be included on both calendars <ul style="list-style-type: none"> ○ We will have the 4/10 summer schedule in 2021-22 ○ 2022-23 may be changed depending if we continue the 4/10 schedule • A third meeting is not required, an email to the committee with all the changes can be emailed to the committee. • Grossmont Academic Senate meets on October 5th and Cuyamaca Academic Senate meets on October 8th • Action: Julie/Kelly/Marsha will update the academic calendar and it will be sent to the committee on Tuesday, September 29 to take back to constituent groups for review. • Action: ALL to provide feedback by October 13 in preparation for SISC meeting on October 26th.
<p>C. New Timeline</p> <ul style="list-style-type: none"> • Meeting #3 – TBD • SISC – Oct 26 • Chancellor's Cabinet & DEC – Nov 2 • Governing Board – Nov 10 	<p>It was agreed we do not need to have another meeting, an email with an updated academic calendar will suffice.</p> <p>SISC will review the academic calendar at their October 26th meeting and move forward if there are no questions.</p>