



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-CC
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>