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# GROSSMONT-CUYAMACA

## COMMUNITY COLLEGE DISTRICT

### ACADEMIC CALENDAR COMMITTEE GUIDING PRINCIPLES (Updated 08/07/2023)

The Academic Calendar Committee develops the annual academic calendar for review by Student and Institutional Success Council and approval by the Governing Board.

#### Guiding Principles

- The academic calendar will be student-centered, equity-focused, and based on maximizing learning experiences.
- When possible, fall registration dates to begin no later than the first week of June for instructional faculty to be available and answer questions from students.
- When possible, the fall semester will begin the third week of August and when possible, align with Region 10 colleges.
- Voting and election related dates must be added to the academic calendar per AB 963 Student Civic and Voter Empowerment Act.
- Veterans Day shall be observed on November 11 per Educational Code Section 79020 and AP 4010. If November 11 falls on Saturday, we would observe on Friday and if it falls on Sunday, we would observe on Monday. (May limit academic calendar configuration)
- Instruction will not be offered during the week of Thanksgiving.
- Fall instructor grade deadline could be scheduled as late as two days prior to Christmas (by Dec. 23).
  - The other instructor grade deadlines are four work days from the end of the semester or session when possible.
- Winter intersession should be 4-weeks.
- Spring Break shall be scheduled between the first and second eight-week sessions so we do not disrupt courses with a break a week or two before finals. If possible, we will align our Spring Break with surrounding school districts.
- Observation of Cesar Chavez day will be aligned with Spring Break when possible.



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## COMMUNITY COLLEGE DISTRICT

- The summer schedule will be based on if we continue 4/10 summer schedule.
  - When possible, the academic calendar will align the summer schedule with our local feeder high school graduation dates.
- Ensure that the calendar reflects the appropriate number of instructional days (minimum 175 a year) and that meeting days are an appropriate number to optimize both teaching and student learning.
- Ensure that the appropriate classes are scheduled on Saturday for inclusion in the 175 day count. (Minimum of 3 hours on Saturday)
- It is recommended that each academic calendar committee propose the next two years of academic calendars. The proposals should be produced and be ready no later than the Governing Board meeting for November
  - Guiding principles should be reviewed at every academic calendar review cycle.
- Explore the option of including a “College Hour” once per week to provide campus-wide inclusion activities for faculty and students.
- Documents and materials needed:
  - Two year calendar for official layout and design of the academic calendars
  - Legally mandated holidays [memorandum outlined in the Mandated Holidays section](#) [Attendance Accounting and Residency page of the](#) [from the State Chancellor’s office website](#).  
List of GCCCD holidays per the CSEA (9.11) and Administrator’s Association (chapter 6) unit contracts
  - Student Attendance Accounting Manual Addendum concerning [Academic Calendars, Course Scheduling, and related topics](#)
  - New/updated Legislation related to the development of the academic calendar such as AB 53 Election day holiday.