



Academic Calendar Committee

2/12/2019, 12 p.m., SBCCD Board Room – Meeting Minutes

Members Present: *Denise Allen, Kristina Hannon, Rebecca Warren-Marlatt, Keith Wurtz, April Dale-Carter, Kristina Heilgeist, Kay D. Yarbrough, Mark McConnell, Celia uston, Rania Hamdy, David James, Corrina Barber, Jeremiah Golbert*

Members Absent: *Kay Weiss, Snezana Petrovic, Meridyth McLaren*

I. Call to Order

Denise called the meeting to order at 12:05 p.m.

II. Approval of Prior Meeting Minutes

The committee reviewed the previous meeting minutes. Rebecca Warren-Marlatt requested that in the future the minutes include the names of committee members present. She asked that her name be corrected to include an “h” under final bullet point number four.

The minutes were approved by all in attendance, including the above correction.

III. Tentative Workload Agreement (CTA)

At this time, the agreement is considered tentative because the union members have not yet voted on it. If approved, the agreement would be effective in 2020 and full time faculty would have 175 work days, 166 days of instruction, 7 in-service days, and 2 flex days per academic year.

IV. Grades Due

For the 2020-2021 academic year Jeremiah Gilbert shared that if we continue with the current standard of grades being due 7 days after the last day of class, grades would be due on December 25, Christmas. Jeremiah shared that in 2008 he found that grades were due 3 business days after the close of the semester. It was discussed that having grades due early is more student centered, and would benefit students that are applying to transfer. After conversation about how this would impact the faculty as well as the counseling staff, it was decided that grades would be due 5 calendar days after the close of the semester. A motion was made to approve this by Mark McConnell and Keith Wurtz seconded the motion. All in attendance agreed.

V. Draft Academic Calendars

Jeremiah presented two draft calendars for the 2020-2021 school year, since the CTA Workload Agreement is tentative at this time. He noted that in 2020 Veteran’s Day can be observed on either Monday, Wednesday or Thursday. Also, the Spring Break was coordinated with local schools, since we are offering courses at our partner High Schools we need to accommodate their schedules.

Version 1 has 177 work days, 3 in-service days, and 4 flex days. It is essentially a roll over from the 2019-2020 calendar. After a brief discussion, Celia Houston motioned to approve version 1 as presented. It was seconded by Mark McConnell, and all in attendance agreed.

Version 2, would be in effect if the Workload Agreement is approved and would have 175 workdays, 166 days of instruction, 7 in-service days and 2 flex days. Both Spring and Fall semesters would have 86 days of instruction, with the goal to have a 16 week semester. In this version the in-service days were scheduled prior to the start of the semester, to accommodate staying as close to possible to a 16 week semester. Rania Hamdy expressed concern about this and the effectiveness of the in-service days being prior to the start of the instruction. There was also concern about how this would affect the counseling department as the full-time classified staff would also be offered professional development, which would result in the counseling office having to close several days before the

semester begins, one of their busiest times of year. If the in-service days were moved to occur during the semester, it results in lengthened class time for students. Keith Wurtz stated that studies have shown that students are more successful in short term classes and felt it was more student centered to have 16 week semester. After much discussion, it was agreed upon that a decision could not be made to approve this calendar at this meeting.

Jeremiah will research other districts that are on flex calendars with 166 days of instruction and provide samples of their calendars to the committee. Rania stated that she would like to see imbedded in-service days in late September or early October, and after Spring break on the next version of the calendar. The entire committee felt that the Veteran's day holiday should be observed on November 11, and that the goal was to stay as close to a 16 week semester as possible. The new calendar will need to be sent to the Chancellor's Office for approval once it is approved by our Board. Jeremiah will talk to Steve Sutorus to get an understanding of the timeline for approval with the Chancellor's Office. Denise and Jeremiah will work on a second proposed draft of the version 2 calendar.

The next meeting will be on February 26th, 3:00 pm in CCR 223 at Crafton Hills College.

VI. Adjournment

The meeting adjourned at 1:07 p.m.