



Academic Calendar Committee

Members Present: *Denise Allen, Corina Baber, April Carter-Dale, Jeremiah Gilbert, Rania Hamdy, Kristina Hannon, Kristina Heilgeist, Celia Houston, David James, Mark McConnell, Meridyth McLaren, Snezana Petrovic, Kay WeissKeith Wurtz, Kay D Yarbrough*

Meeting Minutes – 2/26/2019, 3:00 p.m., CCR 233, Crafton Hills College

A. Call to Order

Denise called the meeting to order at 3:07 p.m.

B. Approval of Prior Meeting Minutes

The committee reviewed the previous meeting minutes. The minutes were approved by consensus.

C. Draft Academic Calendar

Jeremiah presented several versions of the Calendar for the committee to review. Each calendar follows the same general guidelines; school starts on a Monday, or Tuesday (for Spring semester), Veteran's Day is observed on November 11, there is 1 embedded in-service day per semester, and there is one week off for the Thanksgiving holiday.

Calendar Version 2A: The flex and in-service days were front loaded on the calendar. Keith commented that there are no breaks in the middle of the semesters, and that the end dates are similar in versions 2A and 2C. Keith shared that student success is higher with short term classes. It was noted that the Thanksgiving break is more in alignment with the K-12 schools in our area.

Calendar Version 2B: Embedded flex days are on Tuesdays. Snezana committed that this calendar is the closest to our current calendar.

Calendar Version 2C: With this calendar there is not an embedded in-service day since the entire week is taken off for the Thanksgiving holiday. Rania asked about moving the August 11 flex day, however, it was noted that would result in the loss of an instructional day. Corrina wanted to know how having three in-service days, Wednesday through Friday the week before the start of the semester would affect the counseling department. Denise shared that neither of the college presidents seemed concerned due to our current enrollment process, it would just need to be advertised that the campuses are closed to the public. Rania expressed that it would need to be negotiated how these days would be used for CSEA employees, and that in the past they have been open for a half a day.

Mark motioned to send Calendar Version 2C forward to Academic Senate. Rania seconded, Snezana opposed and all others in attendance agreed.

D. Adjournment

The meeting adjourned at 3:39 p.m.