



Academic Calendar Committee

Tuesday, October 1, 2019 (1:30 – 2:30 p.m.)

SBCCD Board Room

114 S. Del Rosa Dr., San Bernardino, CA 92408

Agenda Items	Discussion
1. Call to Order	J. Gilbert
2. Review of Minutes	Review and approval of meeting minutes dated 02/26/2019 (p. 2)
3. 2019-2020 Committee Roster	Review membership roster (p. 3)
4. Spring Breaks in the San Bernardino Area	2019 and 2020 Spring Breaks (p. 4)
5. Mandated Holidays Memo	Fiscal Years 2018-19 through 2021-22 (pp. 5 - 7)
6. 2019-2020 Academic Calendar	Approved 2019-2020 Calendar (pp. 8 - 9) and related Calendar Numbers (p. 10)
7. DRAFT 2020-2021 Academic Calendar	Roll-over of 2019-2020 calendar (pp. 11 - 12) and related Calendar Numbers (p. 13)
8. Other/Future Agenda Items	
9. Adjourn	

Academic Calendar Committee Charge: The Academic Calendar Committee will oversee the development of the annual academic calendar and will review optional calendars or other formats for offering academic programs for the District. The deliberations from this committee will be reported to District Assembly where a recommendation will be made to the Chancellor for Board Action on any calendar.



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.



**Academic Calendar Committee
2019-20 Membership Roster**

- **President, District Assembly (co-chair)**
 - Jeremiah Gilbert
- **Executive Director, Human Resources (co-chair)**
 - Kristina Hannon
- **2 Managers from each campus (appointed by the college presidents)**
 - Joe Cabrales and Keith Wurtz (CHC)
 - April Dale-Carter and Dina Humble (SBVC)
- **1 Classified staff from each campus (appointed by CSEA)**
 - Kristina Heilgeist (CHC) and Kay D. Yarbrough (SBVC)
- **2 Faculty from each campus including Professional Development Coordinators or designees (appointed by the Academic Senates)**
 - Mark McConnell and Richard Hogrefe (CHC)
 - Celia Huston and Rania Hamdy (SBVC)
- **1 CTA representative**
 - Meridyth McLaren
- **Director of Internal Audit & Advisory Services**
 - David James
- **1 representative from Administrative Applications for coordination with the State for calendar compliance (appointed by Director, Administrative Applications)**
 - Corrina Baber
- **Executive Director of Research & Institutional Effectiveness**
 - Jeremiah Gilbert

2019 Spring Breaks in the San Bernardino Area

School District	Spring Break	Note
Colleges		
Riverside CCD	April 8-14	Winter intersession and compressed calendar
Victor Valley CCD	April 8-12	Winter intersession and compressed calendar
Chaffey CCD	March 18-24	
College of the Desert CCD	April 15-19	Winter intersession and compressed calendar
SBCCD	March 11-16	
High Schools		
Fontana USD	March 18-22	
Rialto USD	March 14-22	One-week and 2 days
Colton Joint USD	March 18-29	Two-week long spring break
Redlands USD	March 18-29	Two-week long spring break
San Bernardino City USD	March 25-April 5	Two-week long spring break
Cucamonga School District	March 25-29	

2020 Spring Breaks in the San Bernardino Area

School District	Spring Break	Note
Colleges		
Riverside CCD	April 13-18	Winter intersession and compressed calendar
Victor Valley CCD	April 13-18	Winter intersession and compressed calendar
Chaffey CCD	March 16-21	
College of the Desert CCD	April 6-10	Winter intersession and compressed calendar
SBCCD	March 16-21	
High Schools		
Fontana USD	March 23-28	
Rialto USD	March 12-20	One-week and 2 days
Colton Joint USD	March 16-27	Two-week long spring break
Redlands USD	March 16-27	Two-week long spring break
San Bernardino City USD	March 23-April 3	Two-week long spring break
Cucamonga School District	March 23-27	

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

1102 Q STREET, SUITE 4400
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<http://www.cccco.edu>



June 27, 2018

TO: Chief Executive Officers
Chief Business Officers
Chief Information System Officers
Chief Instructional Officers
Deans of Admissions and Records, Registrar

FROM: Christian Osmeña, Vice Chancellor
College Finance and Facilities Planning Division

SUBJECT: Legally Mandated Holidays for Fiscal Years 2018-19, 2019-20, 2020-21 and 2021-22

A list of the legally mandated academic holidays, as specified by Education Code section 79020, is attached for your convenience in establishing your future academic calendars for fiscal years 2018-19, 2019-20, 2020-21 and 2021-22.

In addition to the legally mandated holidays listed, a college may close on March 31, known as "Cesar Chavez Day," and the fourth Friday in September, known as "Native American Day," if the district's governing board district agrees to close the college for that purpose. When "Cesar Chavez Day" falls on a Saturday or Sunday, the agreed-upon college closure day shall occur on the preceding Friday or succeeding Monday, respectively. If "Cesar Chavez Day" happens to fall on a weekday, there is no flexibility to move the corresponding holiday observance. The district shall continue to maintain the minimum required 175 days of instruction. If the district does not close for "Cesar Chavez Day" or "Native American Day," appropriate observances should be held in commemoration.

Please contact Natalie Wagner, Specialist at (916) 327-1554 or e-mail at nwagner@cccco.edu for holiday or academic calendar configuration questions.

Attachment

LEGALLY MANDATED ACADEMIC HOLIDAYS

Education Code, section 79020 requires community colleges to be closed on the following holidays:

- New Year’s Day (January 1)
- Dr. Martin Luther King, Jr. Day (third Monday in January)
- Lincoln Day (February 12)
- Washington Day (third Monday in February)
- Memorial Day (last Monday in May)
- Independence Day (July 4)
- Labor Day (first Monday in September)
- Veterans Day (November 11)
- Thanksgiving Day (date proclaimed by US President)
- Christmas Day (December 25)

Generally, if any of these dates falls on a Saturday or Sunday, the holiday is observed on the preceding Friday or Monday, respectively. However, Education Code, section 79020 provides specific allowances for observance flexibility-which is reflected in the following schedules-for Veterans Day and Lincoln Day depending on the day of the week on which these holidays fall.

Fiscal Year 2018-19

July 4, 2018	(Wednesday)	Independence Day
September 3, 2018	(Monday)	Labor Day
November 12, 2018	(Monday)	Veterans Day (Observance)
November 22, 2018	(Thursday)	Thanksgiving Day
December 25, 2018	(Tuesday)	Christmas
January 1, 2019	(Tuesday)	New Year’s Day
January 21, 2019	(Monday)	Dr. Martin Luther King, Jr. Day
February 8, 11, 12, 15, 2019	(Friday, Monday, Tuesday, Friday)	Lincoln Day
February 18, 2019	(Monday)	Washington Day
May 27, 2019	(Monday)	Memorial Day

Fiscal Year 2019-20

July 4, 2019	(Thursday)	Independence Day
September 2, 2019	(Monday)	Labor Day
November 11, 2019	(Monday)	Veterans Day
November 28, 2019	(Thursday)	Thanksgiving Day
December 25, 2019	(Wednesday)	Christmas
January 1, 2020	(Wednesday)	New Year’s Day

January 20, 2020	(Monday)	Dr. Martin Luther King, Jr. Day
February 7, 10, 12, 14, 2020 ²	(Friday, Monday, Wednesday, Friday)	Lincoln Day
February 17, 2020	(Monday)	Washington Day
May 25, 2020	(Monday)	Memorial Day

Fiscal Year 2020-21

July 3, 2020	(Friday)	Independence Day (Observance)
September 7, 2020	(Monday)	Labor Day
November 9, 11, 13, 2020	(Monday, Wednesday, Friday)	Veterans Day
November 26, 2020	(Thursday)	Thanksgiving Day
December 25, 2020	(Friday)	Christmas
January 1, 2021	(Friday)	New Year's Day
January 18, 2021	(Monday)	Dr. Martin Luther King, Jr. Day
February 12, 2021	(Friday)	Lincoln Day
February 15, 2021	(Monday)	Washington Day
May 31, 2021	(Monday)	Memorial Day

Fiscal Year 2021-22

July 5, 2021	(Monday)	Independence Day (Observance)
September 6, 2021	(Monday)	Labor Day
November 11, 12, 2021 ⁴	(Thursday, Friday)	Veterans Day
November 25, 2021	(Thursday)	Thanksgiving Day
December 24, 2021	(Friday)	Christmas (Observance)
December 31, 2021	(Friday)	New Year's Day (Observance)
January 17, 2022	(Monday)	Dr. Martin Luther King, Jr. Day
February 11, 18, 2022	(Friday, Friday)	Lincoln Day (Observance)
February 21, 2022	(Monday)	Washington Day
May 30, 2022	(Monday)	Memorial Day

Jul 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Aug 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Sep 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Oct 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Nov 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Dec 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Jan 2021						
S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Feb 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Mar 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Apr 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Jun 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

LEGEND

Flex Days	Aug 11, Jan 13		
In-Service Days	Aug 12 – 14, Jan 14 – 15, Apr 13, May 26 (Commencement)		
Term Start Days	Aug 17 (Fall) and Jan 19 (Spring)		
Final Exam Weeks	Dec 12 – 18 (Fall) and May 19 – 25 (Spring)		
Recesses	Nov 23 – 25 (Thanksgiving) and March 22 – 27 (Spring Break)		
Holidays	Jul 3 (Ind. Day Observed)	Sep 7 (Labor Day)	Nov 11 (Veterans Day)
	Nov 26 – 28 (Thanksgiving)	Dec 24 – Jan 1 (Winter Break)	Jan 18 (MLK Day)
	Feb 12 (Lincoln's Bday)	Feb 15 (Washington's Bday)	May 31 (Memorial Day)

San Bernardino Community College District 2020-2021 Academic Year

Fall Semester 2020:

Flex Day	August 11
Faculty In-Service Days	August 12 – 14
Instruction Begins	August 17
Labor Day	September 7
Fall Census Day	September 8
Veterans Day	November 11
Thanksgiving Recess	November 23 – 28
Final Exams/Saturday Classes	December 12
Final Exams	December 14 – 18
Fall Semester Ends	December 18
Fall Semester Grades Due	December 23
Campus Closed	December 24 – January 1

Spring Semester 2021:

Flex Day	January 13
Faculty In-Service Days	January 14 – 15
Martin Luther King Day	January 18
Instruction Begins	January 19
Spring Census Day	February 8
Lincoln's Birthday	February 12
Washington's Birthday	February 15
Spring Recess	March 22 – 27
Faculty In-Service Day (no classes in session)	April 13
Final Exams	May 19 – 25
Final Exams/Saturday Classes	May 22
Spring Semester Ends	May 25
CHC & SBVC Campus Graduation	May 26
Faculty In-Service Day	May 26
Memorial Day	May 31
Spring Grades Due	June 1

Short Term Courses Grades due 5 calendar days after last day of class
Flex Days 2 days of Required Flex to be completed by contract faculty

2020-21 Calendar Numbers

Instructional Days - Fall 2020

	MON	TUES	WED	THURS	FRI	TOTAL
AUG	3	2	2	2	2	11
SEPT	3	5	5	4	4	21
OCT	4	4	4	5	5	22
NOV	4	3	2	3	3	15
DEC	2	3	3	3	3	14
Total	16	17	16	17	17	83

Fall In-Service Days: 8/12, 8/13, 8/14

Fall Flex Day: 8/11

Fall 2020 Total

3

1

87

Instructional Days - Spring 2021

	MON	TUES	WED	THURS	FRI	TOTAL
JAN	1	2	2	2	2	9
FEB	3	4	4	4	3	18
MAR	4	4	4	3	3	18
APR	4	3	4	5	5	21
MAY	4	4	3	3	3	17
Total	16	17	17	17	16	83

Spring Inservice Days: 1/14, 1/15, 4/13, 5/26 (Commencement)

Spring Flex Day: 1/13

Spring 2021 Total

4

1

88

OVERALL TOTAL DAYS

175

NOTE: Number of Saturdays: 16 (Fall) and 17 (Spring)

Jul 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Aug 2021						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Sep 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Oct 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Nov 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Dec 2021						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jan 2022						
S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Feb 2022						
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20	21	22	23	24	25	26
27	28					

Mar 2022						
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20	21	22	23	24	25	26
27	28	29	30	31		

Apr 2022						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Jun 2021						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

LEGEND

Flex Days	Aug 10, Jan 12		
In-Service Days	Aug 11 – 13, Jan 13 – 14, Apr 12, May 25 (Commencement)		
Term Start Days	Aug 16 (Fall) and Jan 18 (Spring)		
Final Exam Weeks	Dec 11 – 17 (Fall) and May 18 – 24 (Spring)		
Recesses	Nov 22 – 24 (Thanksgiving) and March 21 – 26 (Spring Break)		
Holidays	Jul 5 (Ind. Day Observed)	Sep 6 (Labor Day)	Nov 11 (Veterans Day)
	Nov 25 – 27 (Thanksgiving)	Dec 24 – Jan 1 (Winter Break)	Jan 17 (MLK Day)
	Feb 11 (Lincoln's Bday)	Feb 21 (Washington's Bday)	May 30 (Memorial Day)

This side is for quick reference only (see reverse for the Official SBCCD Academic Calendar)

San Bernardino Community College District

2021-2022 Academic Year

Fall Semester 2021:

Flex Day	August 10
Faculty In-Service Days	August 11 – 13
Instruction Begins	August 16
Labor Day	September 6
Fall Census Day	September 7
Veterans Day	November 11
Thanksgiving Recess	November 22 – 27
Final Exams/Saturday Classes	December 11
Final Exams	December 13 – 17
Fall Semester Ends	December 17
Fall Semester Grades Due	December 22
Campus Closed	December 24 – January 1

Spring Semester 2022:

Flex Day	January 12
Faculty In-Service Days	January 13 – 14
Martin Luther King Day	January 17
Instruction Begins.....	January 18
Spring Census Day	February 7
Lincoln’s Birthday	February 11
Washington’s Birthday	February 21
Spring Recess.....	March 21 – 26
Faculty In-Service Day (no classes in session).....	April 12
Final Exams	May 18 – 24
Final Exams/Saturday Classes	May 21
Spring Semester Ends	May 24
CHC & SBVC Campus Graduation	May 25
Faculty In-Service Day	May 25
Memorial Day	May 30
Spring Grades Due	May 31

Short Term Courses Grades due 5 calendar days after last day of class

Flex Days 2 days of Required Flex to be completed by contract faculty

2021-22 Calendar Numbers

Instructional Days - Fall 2021

	MON	TUES	WED	THURS	FRI	TOTAL
AUG	3	3	2	2	2	12
SEPT	3	4	5	5	4	21
OCT	4	4	4	4	5	21
NOV	4	4	3	2	3	16
DEC	2	2	3	3	3	13
Total	16	17	17	16	17	83

Fall In-Service Days: 8/11, 8/12, 8/13

Fall Flex Day: 8/10

Fall 2021 Total

3

1

87

Instructional Days - Spring 2022

	MON	TUES	WED	THURS	FRI	TOTAL
JAN	2	2	2	2	2	10
FEB	3	4	4	4	3	18
MAR	3	4	4	4	3	18
APR	4	3	4	4	5	20
MAY	4	4	3	3	3	17
Total	16	17	17	17	16	83

Spring In-Service Days: 1/13, 1/14, 4/12, 5/25 (Commencement)

Spring Flex Day: 1/12

Spring 2022 Total

4

1

88

OVERALL TOTAL DAYS

175

NOTE: Number of Saturdays: 16 (Fall) and 17 (Spring)