



# Academic Calendar Subcommittee

Meeting Minutes – December 13, 2021, 9:00 a.m.  
 Via Zoom: <https://cccconfer.zoom.us/j/99672669456>

	Present	Absent		Present	Absent
Christopher Crew (DSO)	X		Elizabeth Lopez		X
Heather Ford (DSO)	X		Meridyth McLaren		X
Karla Zaragoza	X		Sam Trejo		X
Delmy Spencer	X		John Muskavitch	X	
Dina Humble	X		Larry Aycock		X
Keith Wurtz	X		April Dale-Carter	X	
Olivia Rosas		X	Breanna Lopez		X
Scott Rippy		X	Kashaunda Harris	X	
Robert McAtee	X		Rania Hamdy	X	
Kay D. Yarbrough	X		Corrina Baber/Andy Chang	X	
Kristina Heilgeist	X				

Guests:

## I. CALL TO ORDER

C. Crew called the meeting to order at 9:03 a.m.

## II. REVIEW STUDENT QUESTIONNAIRE

C. Crew reviewed the draft student questionnaire for the importance and student use of spring break. R. Hamdy suggested asking students directly if they are caring for other people (children, younger siblings, etc.). K. Wurtz suggested adding question regarding ethnicity and race. If there are groups disapprobatory impacted, we should know if they are affected. R. McAtee suggested considering a question regarding online student or in person student. It was agreed to move questions 8, 9, & 12 near the top of the questionnaire. Rephrase #9: During spring break, are you a primary caregiver for someone? K. Wurtz recommended revising #7: Is there anything the college can do to improve the timing (i.e., start and end) of your spring break?

C. Crew will send out the survey after 2022 spring break. Academic Calendar Subcommittee will delve into the vaccination mandate for consideration of effects to calendar.

## III. REVIEW OF MANDATED HOLIDAYS

C. Crew reviewed the state legally mandated holidays.

## IV. REVIEW CALENDARS

C. Crew reviewed two options for 2023-244.

1. Spring break at the midpoint of the term
2. Spring break aligns with local high schools

This decision will be made at the April meeting, after the student survey is deployed and completed. Calendar will be finalized in May 2022.

The committee agreed to rename “Thanksgiving break” to “fall break”.

**V. REVIEW INSTRUCTIONAL DAYS**

C. Crew reviewed the balance of the 2023-24 calendar is.

Instructional Days – Fall: 86 in service days

Instructional Days – Spring: 89 in service days

**VI. NEXT MEETING**

April 11, 2022, at 9:00 a.m.

Via Zoom

**VII. ADJOURNMENT**

Meeting adjourned at 9:39 a.m.

Final meeting minutes approved by ACS \_\_\_\_\_, 2021

Heather Ford, Executive Assistant  
SBCCD, Office of the Chancellor  
Committee Support