



## **Academic Calendar Subcommittee**

Meeting Agenda - April 11, 2022 at 9:00 a.m.

Via Zoom: <https://cccconfer.zoom.us/j/94035975941>

- I. **CALL TO ORDER** (*Christopher Crew*)
  
- II. **WELCOME VICE CHANCELLOR EDUCATIONAL & STUDENT SERVICES, DR. NOHEMY ORNELAS**
  
- III. **APPROVAL OF 2021-12-13 MINUTES** (*Christopher Crew*)
  
- IV. **REVIEW (PRELIMINARY) QUESTIONNAIRE RESULTS** (*Christopher Crew*)
  
- V. **REFRESHER ON CALENDARS**
  - A. SBCCD Academic Calendar 2023-24 Spring Break Aligns with Local High Schools (*Christopher Crew*)
  - B. SBCCD Academic Calendar 2023-24 Spring Break at Semester Mid-Point (*Christopher Crew*)
  
- VI. **NEXT MEETING** (*Christopher Crew*)
  - A. Tuesday, May 9, 2022, at 9:00 a.m.  
Via Zoom: <https://cccconfer.zoom.us/j/94035975941>



## 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**

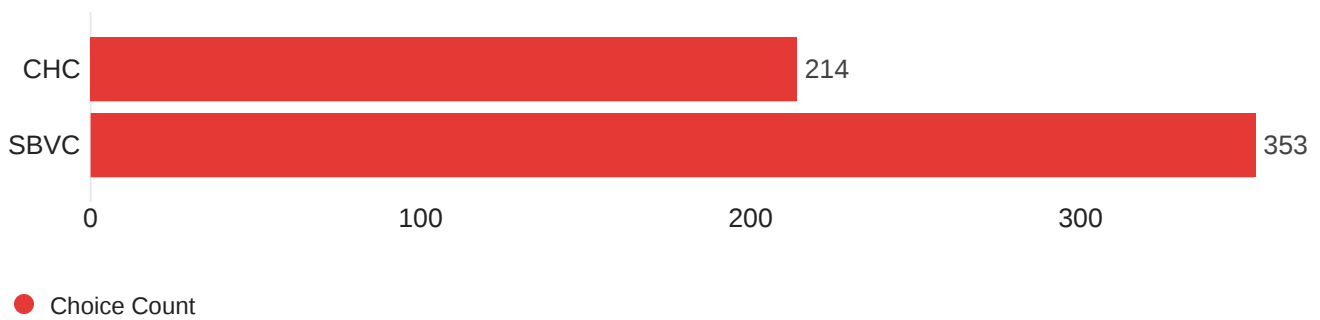
Meeting adjourned at 9:39 a.m.

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

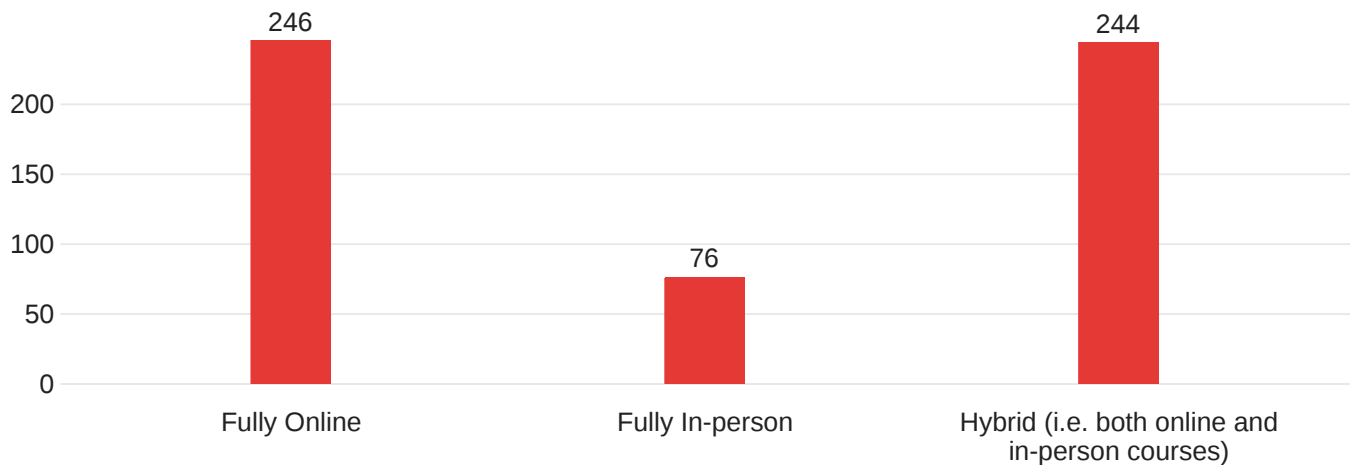
Heather Ford, Executive Assistant  
SBCCD, Office of the Chancellor  
Committee Support

DRAFT

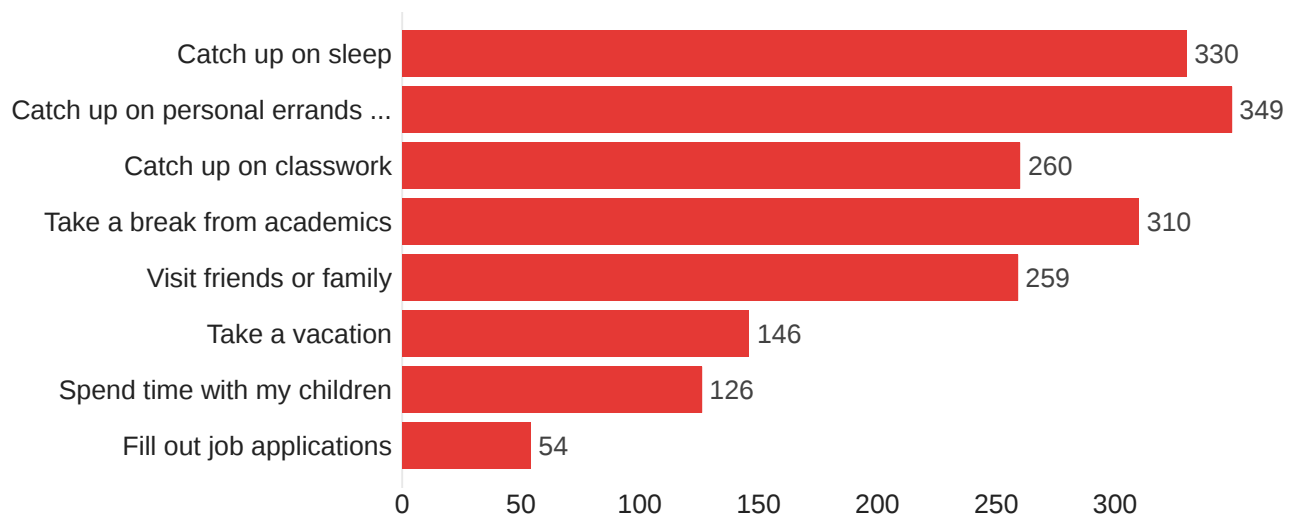
## Q2 - At what location do you take the majority of your classes?



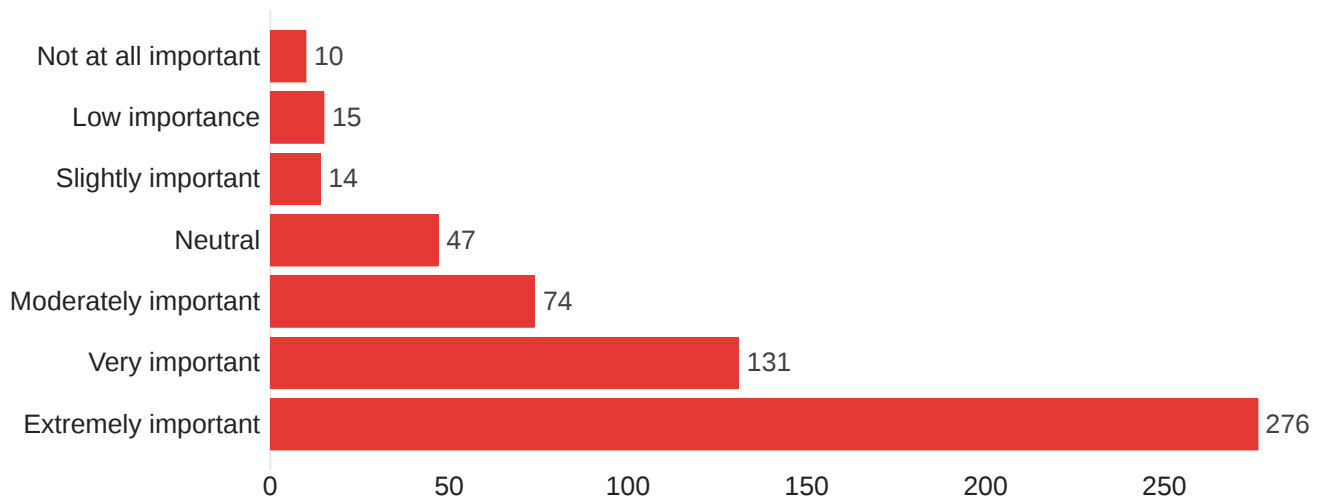
## How are you taking courses during the Spring 2022 term?



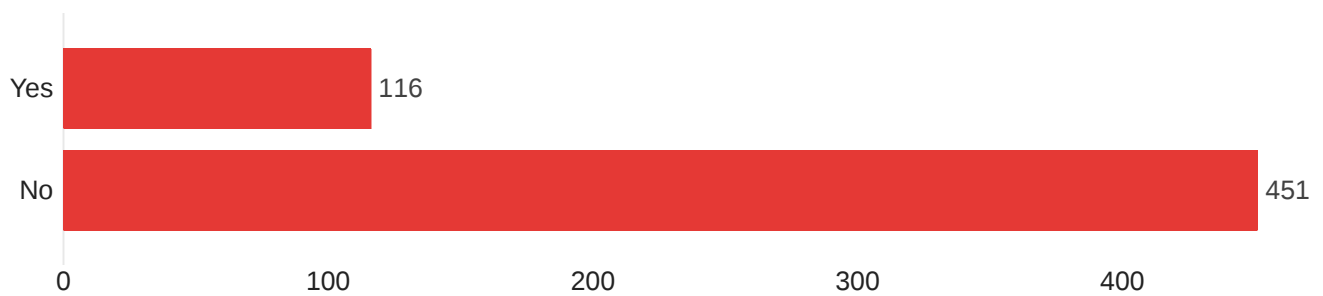
## How do you use your spring break (click all that apply)?



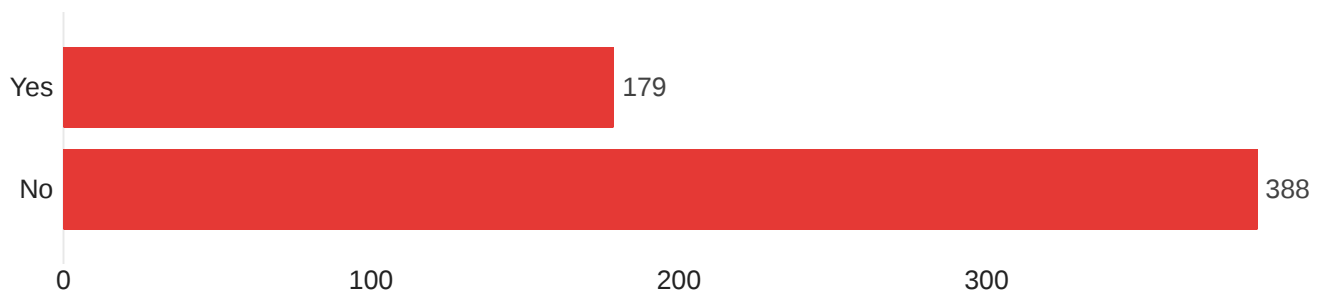
### How important is Spring Break to your academic success?



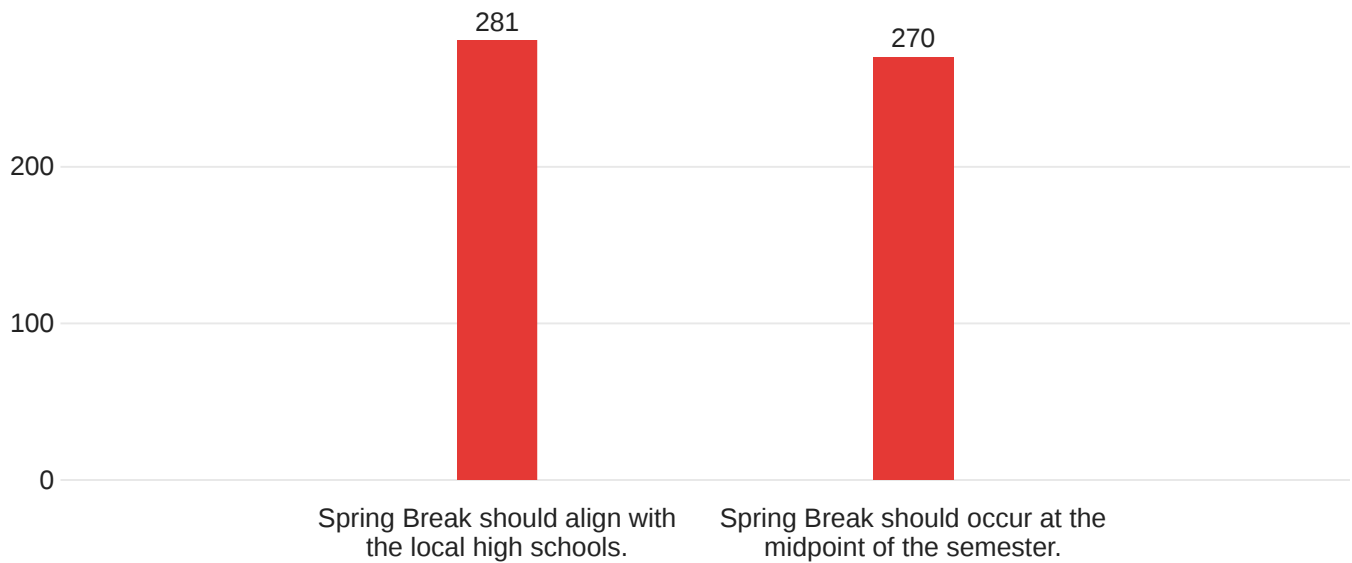
### Do you have children in K-12?



### During spring break... Are you a primary caregiver for someone?



## Q7 - Choose the option that you like best.



## Q8 - Is there anything the college can do to improve the timing (i.e., start and end) of your spring break?



## Please explain

Please explain

Spring break should align with the local high schools so that everyone in one household could spend quality time together.

Have similar amount of days to high school and elementary school

I am a dual enrollment student, with two parents who teach at Cal State San Bernardino and so having every school system having a different spring brake is frustrating.

Longer break, and no assigned work during break as it defeats the purpose of having a spring break. Two professors assigned work, without alerting students. One Professor assigned discussion posts every day of spring break

Catch up plans, and Open Phone Calls for Questions about Registration, Financial Aid, Feedback, etc.

I just feel that spring break should be a 2 week break to catch up on many things and have less stress when returning back to school. Also spring break should be for us to have time out of school not for Professors to provide more school work.

Align with local  
School districts

It would be helpful if Spring break aligned with the nearby high schools and middle schools. I would be able to manage my time more efficiently and help my mother take care of my niece and nephew when they are on their spring break.

many assignments assigned during spring break as if school is still in session

Gives everyone time to finish their work

Two weeks

A reminder to both instructors and students. My teacher forgot about spring break and we still had assignments due.

I believe a longer spring break cause some teachers to give you assignments till the Monday of spring break so you're spring break doesn't start until later than normal.

Having spring break at a different time than my siblings means I can't fully spend time with my family.

Let spring break be two weeks before mid term exams so thay students will have the chance to catch up with their studies and interact with their teacher a week before the mid term.

get rid of it

Longer spring break time

Spring break should be two weeks long.

I think students should get the full two week Spring break off. Having only one week was not a long enough break from school work.

When professors assign homework or reading during spring break, it interferes with our mental health recovery between semesters in nursing school. We need that reset to be able to attack the next class. I do not feel mentally okay enough to start the next class I am in, I am struggling. It is unacceptable for the school to allow professors to assign homework and reading due before the first class after spring break. We would all be able to focus and retain information with a proper spring break away from school.

Cause I can be tired and need a little more breaks cause of work and at home that I've basically have a few problems with my folks. It's unfair that we've only get one week off instead of having two weeks or maybe three. I prefer a longer week instead of a shorter time to focus. Because I was stressed 24/7 back then

Make spring break two weeks for students will have more time to handle personal errands, catch up on school work, or take a break from the stress of school and connect with friends or family.

Advice to use time wisely for supporting break

No homework, offer it same as local elementary schools

A week of spring break is a nice break. But I believe two weeks may be better since it gives your mind more rest.

it would be nice should the break time be aligned with the local high schools.

Make spring break 2 weeks like all other schools. This helps align with the children's schedule

Two weeks break as K-12 school does.

Spring break should be a time where students can catch up on assignments and be able to take a break before going into midterm week. We should have at least 2 weeks instead of one. Spring break allows us to be able to catch up on personal errands as well as take time for our mental health.

Extend it by a couple days for certain classes

expand spring break to a week and a half

Help students with mental illnesses

Spring break should be two weeks long.

2 weeks instead of one week for Spring Break.

Make it 2 weeks instead of just 1 . Like the high school.

It would give us enough time to enjoy the break.

Longer

Make it longer

It will be best if would not have assignments during this time so we can catch up on what we might be behind on and spend time with our kids who are on break also

Align with fully from kindergarten to high school.

I would like to spend time with my sibling so it should be around the same time as high schools

Making spring break longer would be nice. It would allow us to take a break and also catch up or study for any of our courses.

Perhaps this isn't a problem with the school but with professors assigning 13 page packets over break

Make it align with SBCUSDs spring break

Surveys like this one.

Longer spring break - 2 weeks

N/A



Spring break at Crafton should follow what Yucaipa schools follow

Make the break two weeks instead of just one. Tell instructors that assigning work to do during or due the week we return from back (to do over break) isn't permitted

Maybe you could line up spring break up with other colleges or high schools for the people that either have friends younger or going to a different college at the same time.

Just extend by another week

Having two weeks would be better instead of one.

Spring break should coincide with all the schools because it's a struggle having class and all children are running everywhere or we are off and having to drive children to school during class hours!

Schedule a week later in March.

Having the same time off as my children from school would be nice. This way we can plan something together.

Spring break is too short for us to even fully relax or catch on on our personal lives. I've always been dedicated towards school but some professors need to learn especially online that break means break. There should be no homework assigned at all or any type contact until we've returned to school/break ends. I feel like a week is not enough to compensate.

Having two weeks off would really help alot of us, I'm a full time student and a full time mother, it gets very overwhelming. I have multiple breakdowns late at night doing school work , I don't have extra help and my children are both toddlers (3/4 years old) Besides kids and school I have other priorities. Im trying to make it all work. But I still appreciate the one week break . Two weeks would be great . But I'll take what I can .

Need longer Spring Breaks, when vacation trips are less expensive to take a vacation.

It would be nice if spring break aligned with k-12 spring break

Spring break should be longer than one week since the semester is five months long

Spring should be 2 weeks as how the local schools are

give us the full 2 weeks and not just 1 week.

It would definitely be beneficial to have it align with the local school district

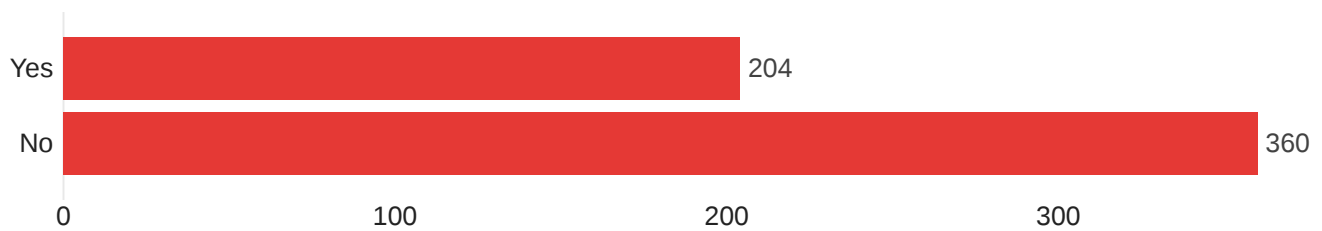
At least 2 weeks max instead of 1, college is a bit more difficult than high school and students can have personal issues going on or work so it helps them catch up or rest a little longer.

Longer start for sprinf brk

Longer than 1 week. My children have 2 weeks

More time. 2 weeks maybe

Are you currently enrolled in any short-term (e.g., 8-week) courses?



You indicated that you are currently enrolled in short-term course (e.g., 8 week course). Do you find it disruptive to your learning to have a spring break that occurs during the first or last week of the short-term course?



Q12 - You indicated that you find it disruptive to your learning to have spring break that occurs during the first and last week of the short-term course? Please explain why in the textbox below.

It makes it hard to get into the swing of the new, or ending class, and it can make it more difficult to check up on other classes over spring brake because I am trying to make sure I am ready for the new class.

the course is too short, and there is not enough time to do all assignments

The spring break was immediatly after the first class ended, but so did the long term classes i have as well. Teachers were distributing mid-term or nig projects all due on that same week. I take 23 units and I felt like alot of work was contributed at once. I think the Spring Break should have been one week later and some teachers can pleas do modterms not the week before spring break. Only 1 class i had did 2 midterms and i liked that.

Same response as my last textbox.

All because I have a low motivation to learn in class, it's hard to process it

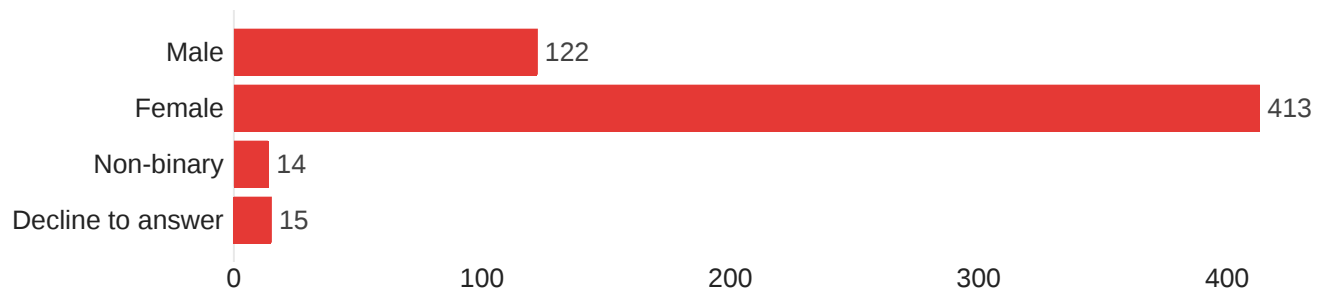
Need routine

I had to study for a final that week.

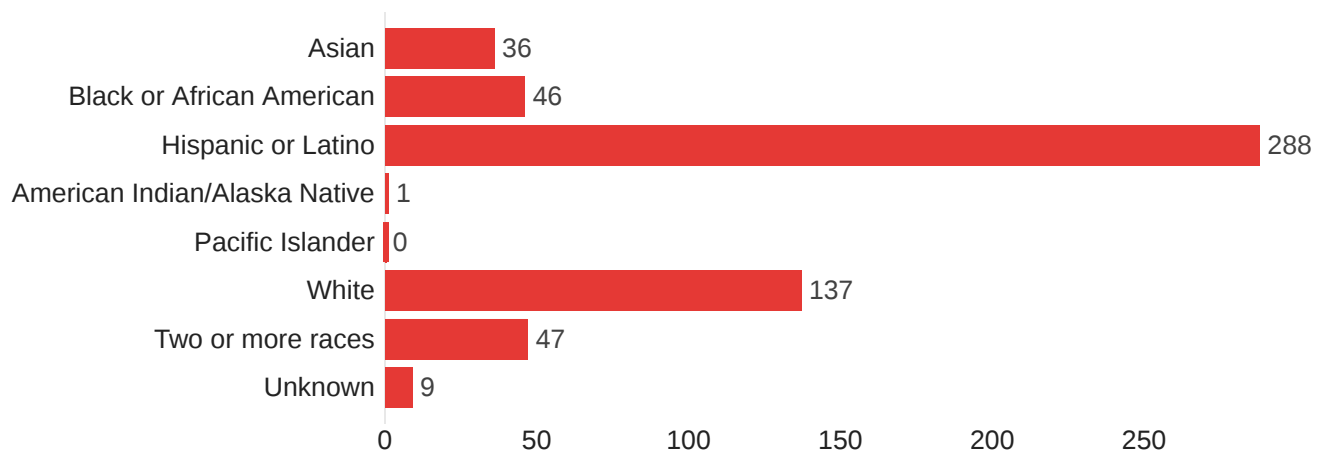
having to resume a 17/18 week course resumed in half the time. although at times it may be convenient!



## Q14 - What is your gender?



## Q15 - What is your ethnicity?



## 2023-24 Calendar Numbers

### Instructional Days - Fall 2023

	MON	TUES	WED	THURS	FRI	TOTAL
AUG	3	3	3	3	2	14
SEPT	3	4	4	4	5	20
OCT	5	5	4	4	4	22
NOV	3	3	4	4	2	16
DEC	2	2	2	2	2	10
<b>Total</b>	<b>16</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>15</b>	<b>82</b>

Fall In-Service Days: 8/9, 8/10, 8/11

3

Fall Flex Day: 8/9

1

**Fall 2023 Total**

**86**

### Instructional Days - Spring 2024

	MON	TUES	WED	THURS	FRI	TOTAL
JAN	2	3	3	2	2	12
FEB	2	4	4	5	4	19
MAR	3	3	3	3	4	16
APR	5	5	4	4	4	22
MAY	3	3	3	3	3	15
<b>Total</b>	<b>15</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>84</b>

try to keep them with 1 day of each other.

Spring In-Service Days: 1/10, 1/11, 1/12, 5/22 (Commencement)

4

Spring Flex Day: 1/9

1

**Spring 2023 Total**

**89**

**OVERALL TOTAL DAYS**

**175**

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

Jul 2023						
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 2023						
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27	28	29	30	31		

Sep 2023						
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Oct 2023						
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Nov 2023						
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Dec 2023						
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Jan 2024						
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Feb 2024						
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Mar 2024						
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Apr 2024						
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May 2024						
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Jun 2024						
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23	24	25	26	27	28	29
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**LEGEND**

Flex Days	Aug 8, Jan 9		
In-Service Days	Aug 9 – 11, Jan 10 – 12, May 22 (Commencement)		
Term Start Days	Aug 14 (Fall) and Jan 16 (Spring)		
Final Exam Weeks	Dec 9 – 15 (Fall) and May 15 – 21 (Spring)		
Recesses	Nov 20 – 22 (Thanksgiving) and <b>March 18 – 22 OR March 25 - 29 (Spring Break)</b>		
Holidays	Jul 4 (Ind. Day Observed)	Sep 4 (Labor Day)	Nov 10 (Veterans Day)
	Nov 23 – 25 (Thanksgiving)	Dec 23 – Jan 2 (Winter Break)	Jan 15 (MLK Day)
	Feb 12 (Lincoln's Bday)	Feb 19 (Washington's Bday)	May 27 (Memorial Day)

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

# San Bernardino Community College District 2023-2024 Academic Year

## Fall Semester 2023:

Flex Day .....	August 8
Faculty In-Service Days .....	August 9-11
Instruction Begins .....	August 14
Labor Day .....	September 4
Fall Census Day .....	September 6
Veterans Day .....	November 10
Thanksgiving Recess .....	November 20 – 25
Final Exams/Saturday Classes .....	December 9
Final Exams .....	December 9-15
Fall Semester Ends .....	December 16
Fall Semester Grades Due .....	December 22
Campus Closed .....	December 23 – January 2

## Spring Semester 2024:

Flex Day .....	January 9
Faculty In-Service Days .....	January 10-12
Martin Luther King Day .....	January 15
Instruction Begins .....	January 16
Spring Census Day .....	February 6
Lincoln’s Birthday .....	February 12
Washington’s Birthday .....	February 19
Spring Recess .....	March 18-22 or 25-29
Final Exams .....	May 15 – 21
Final Exams/Saturday Classes .....	May 18
Spring Semester Ends .....	May 21
CHC & SBVC Campus Graduation .....	May 22
Faculty In-Service Day .....	May 22
Memorial Day .....	May 27
Spring Grades Due .....	May 29

**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

# San Bernardino Community College District DRAFT

# 2023 – 2024

Jul 2023						
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**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