



Academic Calendar Subcommittee

Meeting Minutes – March 25, 2024, 10:00 a.m.
 Via Zoom: <https://cccconfer.zoom.us/j/89896767241>

	Present	Absent		Present	Absent
Christopher Crew (chair)	X		Elizabeth Lopez		X
Heather Ford Proxy: Daniella Esparza	X		Luca Cuny		X
Karla Bonnet	X		Meridyth McLaren		X
Delmy Spencer	X		Sam Trejo		X
Dina Humble	X		Veronica Lehman		X
Keith Wurtz		X	Larry Aycock		X
Olivia Rosas	X		April Dale		X
Scott Rippy		X	Breanna Lopez	X	
Robert McAtee		X	Kashaunda Harris		X
Kay D. Yarbrough		X	Rania Hamdy	X	
Kristina Heilgeist	X		Corrina Baber/Andy Chang	X	
Andrea Hecht	X				

Guests: Geoffrey Escher, Nohemy Ornelas, Myung Koh, and Rena Salayeva

I. CALL TO ORDER AND INTRODUCTIONS

C. Crew called the meeting to order at 10:05 p.m.

II. CONSENSUS APPROVAL OF MINUTES

A. [02/02/2024 Meeting Minutes](#) approved by consensus.

III. COMPRESSED CALENDAR FEEDBACK UPDATE

D. Humble reported that feedback has been overwhelmingly in support of the compressed calendar. The Compressed Calendar has been shared with all constituent groups, with the expectation of the students, which is scheduled today, March 26, 2024.

IV. [COMPRESSED CALENDAR IMPLEMENTATION TIMELINE](#)

January	Meet with Academic Senate.
February	Meet with the Calendar Committee.
March	Solicit campus-wide input using a districtwide survey.
April	Meet with the Calendar Committee to review feedback from the survey and make a recommendation.
May	Follow the Calendar approval process and establish a timeline for implementation.
June-December	Discuss working conditions, complete an Academic Calendar Application at the CA Community Colleges Chancellor's Office, and begin system setup.

Next Steps:

Review all feedback and comments, create a FAQ, vote on the final calendar, develop an implementation plan, present information items to IEAC, Chancellor Council, and Chancellor Cabinet, prepare an application to CCCCO, and obtain board approval.

Feedback:

The committee proposed contacting Jeremiah for feedback, as he has recently undergone a similar process.

STATE REQUIREMENTS FOR COMPRESSED CALENDAR

- Demonstrate compliance with the 175-Day Rule (T5 58142; 58120).
- Demonstrate that we will continue to deliver quality education (T5 Section 55702).
- Discussion of the educational implications, positive and negative, of the new calendar (T5 Section 55702).
- Minimum of 32 weeks of instruction (Title 5 Section 55701).
- Compute student contact hours and FTES accurately, following T5 Section 58023 and contact hour computation guidelines.
- Include calendar configuration with approved flex days and final exam days to determine the term length multiplier for altered primary terms.
- Certify flex calendar program complies with T5 regulations, including in-lieu-of classroom instruction for flex days.

Feedback:

SBCCD consulted with the Chancellor's office and determined that there should be no issues implementing the Compressed Calendar during the 2024-25 Academic Year. This is further supported by implementing Coursedog's technology, which will aid these efforts.

V. COMPRESSED CALENDAR FAQ

Committee members must review possible FAQs and propose additional ones before the next meeting.

VI. COMPRESSED CALENDAR SURVEY

Proposed Committee Member Changes:

- ~~A. Questions 1 & 2: Include an option to select all that apply for those who work in multiple roles and locations.~~
- ~~B. Question 6: Include an option to select Fall and Spring Break.~~
- ~~C. Request to include the Compressed Calendar Proposal for those unaware.~~
- D. Include a question for those who currently work on a compressed calendar schedule at another campus to receive feedback on their current experience.
- E. To include additional language that welcomes those who have not yet been able to provide their feedback in settings.
- ~~F. Update the survey to receive student feedback; in doing that, it would be ideal to include additional details on how the compressed calendar will affect their courses.~~

Feedback:

A timeline will be sent to the committee members.

For students: Pulse Surveys and Starfish can be a great avenue to get the students' feedback.

VII. FUTURE AGENDA TOPICS

- A. Appoint co-chairs, preferably VPs from both colleges, to provide additional review.

- B. Review global changes to the academic calendars to capture the cal-state students who wish to take classes in the summer.

VIII. NEXT MEETING

April 08, 2024 at 10:00 AM

IX. ADJOURNMENT

Meeting adjourned at 10:57 AM