Committee: Calendar/Registration  
Meeting Minutes of November 12, 2014  
2:00-3:00 PM  
Plover Conference Room 526

Attending:


Guest: Izard H.

1. Review and approve minutes from previous meeting (10/8/14) (2 minutes)

Minutes were reviewed and approved.

2. Continue to review and discuss Draft 2016-2017 Academic Calendar (15 minutes)

Abe questioned having 80 teaching days in Fall and 81 in the Spring for the current draft the calendar. Abe feels that these days should be even between semesters. Having even days between semesters is important when faculty retire. Otherwise, they don’t receive the same benefits from retiring in the fall as they do in spring. The majority of the committee agreed that it has long been an 80/81 split of teaching days between the two semesters. The half PDA flex day was provided in order to protect a faculty’s service credit even if they retire halfway through the year. It was also noted that PDA flex days are being put on holidays. It was questioned whether this was permissible. While reciting AFA contract language, Robin stated that more research needs to be done about this topic. This subject will be on the next meeting’s agenda. In addition, it was noted that Warren Ruud has not attended the last two Calendar Committee meetings and that his input is needed for this subject.

The committee agreed that all dates related to registration priority should be removed from the academic calendar. Students can then be referred to the current registration priority schedule which is released closer to the start of a semester. A footnote to refer students will be included on the updated draft of the academic calendar.

The possible of combining summer and fall registration and how it affects the academic calendar was discussed. Freyja related all of the issues that need to be researched concerning this proposed change. One important issue is academic probation and dismissal enforcement. After much discussion, it was agreed that this topic needs to be discussed in another focused meeting.

Robin noted that the Thanksgiving holiday needs to be in bold.

Kris noted that the Fall semester break should end on the January 15th 2017 instead of the Martin Luther King Day on January 16th 2017.

Michelle stated that there should be a date listed for the last day of the summer term. August 16th 2017 is the last day of summer, which is the day before the first official day of Fall (August 17th 2017).

Abe questioned the use of Lincoln’s Day Holiday and Washington’s Day Holiday since most institutions use the term “President’s Day”. It was noted that these dates are specified by the Chancellor’s Office.

Robin stated that she would prefer to send the calendar out for review no earlier than January 2015. A revised version of the calendar will be sent out to the group.
3. Guest – Hilleary Izard to discuss Cesar Chavez Holiday (8 minutes)

Hilleary related that the Chancellor’s Office allows for the observance of Cesar Chavez Holiday. March 31st is the official day of Cesar Chavez Holiday. Hilleary would like to see if this holiday could be inserted on the 2016-17 academic calendar. Hilleary stated that since the district is HSI it would be good to consider observing this holiday. It also benefits staff as a paid holiday. Robin stated that due to the finite amount of teaching days, adding this additional holiday would cause issues with teaching classes, especially with lab courses. Robin suggested that spring break could be moved during the same week as Cesar Chavez so that the holiday could be observed when classes are not in session. However, spring break is currently placed strategically between 1st and 2nd 8 week classes. Kris stated that this subject should be brought back to the group for further discussion. Hilleary will do the research on how other community colleges observe the holiday. After acknowledging that the SRJC Board would need to ultimately approve the inclusion of Cesar Chavez as an observed District holiday, the Committee agreed not to presently include the holiday in the current draft of the 2016-17 calendar.

4. Review official Committee function description (10 minutes)

Vayta took the wording from the recently updated District policy and incorporated it into the current version of the committee function located online. The committee reviewed and provided feedback on changes to the structure and grammar of the current draft of the document. Vayta will make incorporate the suggested changes and send it out to the group.

5. Committee System Survey and College Council Review sheet (25 minutes)

The group did not have time to discuss or provide content to the committee survey. Vayta will work with Kathy and Robin on completing the survey.

The meeting ended at 3:03 pm