Committee: Calendar/Registration  
Meeting Minutes of November 10, 2010  
2:00-3:00 PM  
Plover Conference Room 526

Attending:  

Agenda:

I. Review minutes of October 13, 2010 meeting and approve

Minutes were approved

II. Update on Board approval of 2011-12 calendar that took place on Tuesday, November 9, 2010

The year typo for the “November 29th Spring 2012 Graduation Petition filing period begins” was corrected on the board approved agenda and was resubmitted to the chancellor’s office as well as the district.

III. Update on Compressed Calendar Task Force field trip to Ohlone College

Diane invited Mary Pierce to share the Task force findings from the field trip. Mary presented and reviewed the staff and student survey results of the Compressed Calendar. Mary stated that both surveys ran parallel in results. The Task Force is continuing forward and expanding in membership (including Doug Kuula, Diane Traversi, and Robert Ethington).

The Compressed Calendar Task Force members went to Ohlone College and met with the VP of Student Services and The VP of Academic Affairs. Ohlone has been considered a model district for a compressed calendar by the Chancellor’s office. Establishing the compressed calendar for Ohlone was a manual process.

The representatives from Ohlone stated that the conversion process is difficult but worthwhile. Ohlone is a three campus district with their third campus being an “E-campus”. Most classes are 16 weeks long (including finals), having no winter intersession, but having early start classes that roll into the start of the new semester. Ohlone’s goals in the creation of the compressed calendar was not budget and enrollment driven. Rather, it was mission driven which improved access for students. The chancellor’s office closely monitors the calendar to make sure collection of FTES is not taken advantage of by any college. Robin stated that the math and lab instructors from Ohlone were not happy with the calendar. However, these instructors did not have the data to support the disadvantages.

There doesn’t seem to be a measurable amount of cost savings with implementing a Compressed Calendar. Enrollment in a class stabilizes better with shorter registration deadlines. For Ohlone, a college week is created before the start of the fall semester which covers the required PDA days as well as voluntary PDA days.

The main impact on staff after implementation was that it proved to be a stress reducer. At the same time, no changes were made to workload. Ohlone uses Datatel SIS which facilitated the smooth transition of the calendar. Marty suggested that the Business Office calculate the possible revenue impact of the Compressed Calendar template. Diane will forward the Ohlone Compressed Calendar PowerPoint presentation to the committee.

IV. Update on ad hoc Registration priority Task Force

Diane updated the group on the progress of the task force. Current SRJC policy and other college policies have been reviewed. The task force is determining if a one week priority period for “Special Populations” would be the best. The next meeting will discuss if W’s should be considered for a registration priority. Faculty members are concerned with students who have a higher priority but repeatedly withdraw from their class. Some colleges use a point system in determining priority, while others only factor completed units.

V. Work on draft of 2012-13 Academic Calendar

Diane reviewed the rollover template. The following changes were approved by the group:

- Spring Break should be moved to March 18-24, 2013
- Change Professional Development Activity 1/2 Flex Day from March 15, 2013 to March 22, 2013
- January 7, 2011- Fall semester processing finalized (Change to 2012)
- November 26, 2011- Priority Web Registration for continuing students begins (Change to 2012)
- December 10, 2011- Open Web Registration for ALL students begins (Change to 2012)