Committee: Calendar/Registration  
Meeting Minutes of December 10, 2014  
2:00-3:00 PM  
Plover Conference Room 526

Attending:  

1. Review and approve minutes from previous meeting (11/12/14) (5 minutes)
Minutes were reviewed and approved.

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

A. 80/81 split of teaching days
   
   Abe brought up the issue of the 80/81 split of teaching days between the fall and spring semesters at the last meeting. After discussion, it was agreed that the half flex day was established on both semesters to accommodate this uneven split of days, thereby providing service credit for instructors at 80½ days per semester.

B. Continued Discussion of 2016-2017 Academic Calendar Draft
   
   It was acknowledged that there is not a second option of the calendar to be shopped around. This is due to the fact there aren’t other viable options for setting up the calendar. Robin noted that this has happened before with previous calendars.

   For now, Cesar Chavez day will not be incorporated into the current draft of the calendar. It was agreed that the inclusion of Cesar Chavez day is a District negotiated item that would need Board approval before it could be added to future calendars. It was noted that the holiday would most likely need to be honored on the day of the actual holiday. Since the holiday is officially held on March 31st, this causes a rotation of the elimination of a teaching day (Monday- Friday) in an instructional week each academic year. One solution could be to hold Spring Break on the last week of March. However, this could cause issues with 1st and 2nd 8 week courses that are currently held before and after Spring Break. It was acknowledged that other schools celebrate this holiday throughout the year.

3. Calendar style format - Google web calendar (25 minutes)
   
   Mitch presented the updated Academic Calendar homepage located at: http://admissions.santarosa.edu/academic-calendar

   The updated site now includes the following:
   1. Links to the board approved PDF versions of the current and future academic calendars.
   2. A Google interactive calendar that users can sync to their google account.
   3. Link to the Calendar Committee homepage.
   4. Link to CCCC Office’s holiday memo for upcoming years.

   Robin would like to have a color coded PDF version of the academic calendar. Abe noted that the color coding of the calendar is not useful when printing because most printers print in black and white. In addition, the printed schedule and catalog is printed in black and white. Lauralyn stated that most students would like to view the calendar on their phone. The group agreed that they liked the new Google interactive calendar.

4. Other Items
   
   Abe and Kathy announced that Academic Affairs is planning for combined summer and fall registration. One of the main goals of this plan is to enhance enrollment. However, this change may cause issues for probation and dismissal students as well as prerequisite drops. Lauralyn stated that this plan has not been fully planned and vetted. IT will need to be informed of this plan for programming changes. Kathy stated that this idea will be shopped to an upcoming DCIM meeting.

Mitch will send the current draft of the Academic Calendar to be shopped to constituents.

The meeting ended at 3:00 pm