1. Review/approve minutes from 11/09/11 Meeting

Minutes were approved.

2. Committee member’s constituency group feedback/results: Academic Senate, Classified Staff, Associated Students, AFA, Counseling and Student Services

Warren stated that AFA said that the November 24th drop with a “W” day needs to be moved before Thanksgiving so that the date is in the correct sequence. Robin stated that Academic Senate (particularly DRD faculty) would like the pre-priority registration date included in the calendar. Diane explained why the date could not be included and that it was historically never part of the calendar. The pre-priority date is included on the Registration Configuration Calendar. Diane stated that the pre-priority registration date is set when the schedule of classes for a particular semester is fully developed and final. Often there are delays on the schedule being finalized due to budget reasons.

Robin stated that Petaluma Faculty in particular were unhappy with not having PDA day on the Wednesday before Thanksgiving Day. However, Robin informed these individuals why the PDA day had to be placed on this date; that in order to be counted as an instructional week, there must be classes held a minimum of 3 days.

Abe stated that the only concern from AAC was to make sure that there were 12 weeks allotted for the summer term (which there is). Abe stated that Mondays are an issue for some faculty because there are only 15 Mondays for both Fall and Spring semesters. This shortage of Mondays is due to state mandated holidays.

Bobby stated that Associated Students would like spring break to be moved into April and the Drop without a “W” date be moved a week later into the semester. Diane stated that Spring Break was established to be set after midterm so that it was not aligned with religious holidays and that it was meant to help students pedagogically. Robin stated that historically, programs that had a majority of eight week classes were in favor of having a spring break between their first and second 8 week classes so that there wouldn’t be a break during an eight week class that was about to start or end.

Michelle stated that there is no feedback from Classified Staff. Marty stated that there is no feedback to report from Counseling.

3. How to handle anticipated changes to Drop dates that will likely affect this calendar

Currently, the last date to drop without a “W” is at the end of the fourth week after first census. Due to new legislation, this may change to be on the day before first census. Freyja stated that many schools have been advised to do this. This will be shopped around to various constituent groups on campus. Freyja stated that SRJC is currently using the most liberal date that the Chancellor’s Office will allow for dropping without a “W”. Marty stated that this change would leave only one week between last date to drop without a “W” and last day for a refund. Marty further stated that it would make sense to align the refund date with the new drop without a “W” date. Many colleges are also moving the with a “W” date from the 75% mark to the 60% mark. These changes will probably be implemented in Summer 2012. Freyja, stated that future Academic Calendars (including 2013/14) can be amended and resubmitted to the Board if this change takes place.
4. Compressed Calendar Taskforce update

Diane attended the last Taskforce meeting held on 12/12/11. Kris Abrahamson will be taking over for Mary Pierce while looking for a replacement for Mary. Kris will be working on having a template by the end of Spring 2012. Diane offered to develop four different versions of the calendar. There are two versions of both a 16 week and 17 week calendar where the finals week is or is not included in the total weeks. Kris stated that if one instructional day is eliminated in the spring semester, a 17 week template could be implemented.

Abe stated that the PDA days will need to fall outside of the weeks of instruction with a compressed calendar. According to Abe, PDA days could not be on the weekends.

Marty suggested the idea of having finals during the regular week of instruction schedule. In this scenario, a final would be split up during a normal week of instruction. This would assist students so that they would not have to change their “life schedule” and would help to increase SRJC’s ability to retain students.

According to Diane, Karen Frindell Teuscher surveyed other faculty that had lab classes at SRJC. She was able to get feedback that was all over the map. Diane stated that the Ohlone College Nursing program decided to do their own calendar that was not aligned with the compressed calendar. Robin recalled that the Nursing program had attempted to use a different calendar, but in the end they found that it did not work and they compressed with the rest of the college. Diane said she would double-check which schedule the Ohlone Nursing program was on.

The question was raised on whether to start on the 2014/15 calendar for future Calendar Committee meetings. Diane stated that given the number of changes taking place with the State and the District coupled with the fact of the possible implementation of a compressed calendar, all future calendar development should be postponed.

Mitch will make the necessary changes and send the calendar to Warren Rudd for AFA approval.

Meeting ended at 2:45