Committee: Calendar/Registration
Meeting Minutes of February 9, 2011
2:00-3:00 PM
Plover Conference Room 526

Attending:
Diane Traversi, Freyja Pereira, Mitch Leahy, Linda Close, Filomena Avila, Robin Fautley, Abe Farkas, Michelle Booher-Poggi, Anna Felciano, Kris Shear

I. Review and Approval of 11-10-10 minutes
Corrections were made. Minutes were approved.

II. Review of the updated Draft of the 2012/2013 calendar with recommended changes from 11-10-10 meeting
The following changes were made:

1. Date and wording will be removed for “The last day to reinstate” for November 5th and April 8th.
2. The wording “Midterm reports issued to students” will be changed to “Midterm progress available” for October 22nd and March 25th.
3. Date and the wording will be deleted for “November 21st - Spring 2013 Graduation Petition filing period begins”.
4. Professional Development Flex days and 1/2 days will be renamed “Professional Development Flex Day (No classes or activities)” and “Professional Development 1/2 Flex Day (No classes or activities)”.
5. Mandatory Professional Development days will be renamed: “Mandatory Professional Development Activity Institutional Day (No classes)”
6. Bold and italicized text will be used for all legal holidays.
7. Bold and all capitalized text will be used for all “Classes Begins” dates.
8. Bold text will be used for other dates where there are no classes.
9. Add the word “observed” to Veteran’s Day Holiday on November 12th.

III. Review of process for each committee member to vet the proposed calendar to their respective constituency groups
Diane reviewed the responsibility of the Calendar Committee members to shop the new revised calendar 2012/2013 to their constituency groups. Diane reviewed various possible constituent concerns with the winter and spring break in the new calendar. She also reviewed dates such as the last day of Finals. Fall 2013 semester dates are now included on the calendar.

IV. Determine timeline for approval and presentation to AFA for negotiation with the District
Diane asked if a preliminary poll could be taken from constituents before the next meeting, which will be on March 9th, 2011. Diane will not be able to attend the following meeting in April. Diane proposed, and the group agreed that if a vote can’t be made on the March 9th, a follow-up meeting will be arranged on an alternative date. The concern of implementing MTO into the Calendar was discussed, but it was agreed that MTO does not dictate a calendar matrix. Mitch will send an updated draft of the Calendar to meeting members.

V. Next meeting, Wednesday, March 9, 2011 @ 2:00 pm
The group agreed with the next meeting date.

VI. Additional updates:
Compressed Calendar Committee structure has changed and has become a subgroup of the negotiation team. Diane announced the composition of the committee; 5 Faculty and 5 Administrators:

**Faculty:** Mary Pierce (Co-chair), Ann Herbst, Warren Rudd, Audrey Spall, Karen Frindell-Teuscher.
**Administrators:** Kimberlee Messina (Co-chair), Diane Traversi, Abe Farkas, Kris Abrahamson, Gregory Granderson.

The ad hoc Priority Registration Task Force update was given. Diane mentioned the Legislative Analyst's Office (LAO) recommendations for community colleges that establish state guidelines for registration priorities. The Task Force will continue to examine SRJC policy and look into other possibilities in establishing priorities.

Meeting ended at 3:00PM