

CALENDAR STANDING COMMITTEE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
Wednesday, December 4, 2019 - 1:00 – 2:00 p.m. – G-1

NOTES

COMMITTEE MEMBERS PRESENT

Terry Giugni, Co-Chair Vice President, Instruction
Matt Henes, Co-Chair Academic Senate President
Richard Harsha, Classified CSEA
Kerin Huber, Academic Senate
Loknath Persaud, Academic Senate
Jeff Winter, Academic Senate
Martha House, Dean
Jaclyn Cevallos, Management Association
Suzanne Anderson, Academic Senate
Jessica Mu, Associated Students
Arlene Reed, Director of Admissions and Records
Denise Albright, Classified Senate

Guests: Eduardo Cairo,
Ben Latham, PCC Courier News Editor

CALL TO ORDER AND INTRODUCTIONS

T. Giugni called the meeting to order at 1:05 p.m. M. Henes and T. Giugni welcomed committee members and guests. Self-introductions ensued.

Public comment from Eduardo Cairo was made with questions and concerns regarding winter/spring and term length survey.

Drs. Giugni and Henes addressed Instructor Cairo's questions and indicated that additional surveys would be going out before the end of the week to staff and students. They acknowledged that nothing would be decided at this afternoon's meeting, only 2020-2021 academic calendar options discussion.

REVIEW/APPROVAL OF MEETING MINUTES

MOTION to approve November 20, 2019 meeting notes by M. House; seconded by L. Persaud.

VOTE: Approved by majority vote.

Motion carries.

OLD ITEM DISCUSSION

M. Henes recommended that a motion was put forth to remove the BP/AP Update 2010 (Academic Calendar) from the agenda and combine the Information Item Discussion on 2020-2021 Academic Calendar and the New Items – Discussion Surveys.

MOTION to remove the BP/AP Update 2010 (Academic Calendar) from the agenda and combine the Information Item Discussion on 2020-2021 Academic Calendar and the New Items, by M. House seconded by J. Cevallos.

VOTE: Approved by majority vote.

Motion carries.

INFORMATION ITEMS AND NEW ITEMS DISCUSSION

1. Academic Calendar and Surveys

Six (6) calendar scenarios were prepared and provided. The three (3) 2020-2021 calendar options for fall were discussed. Pros and cons were considered with each start and end date.

Three different fall start and end dates:

Option 1:

- First day of class - Monday, August 24th
- PD day would be Friday, August 21st
- Last day of class – Sunday, December 13th
- Grades would be due December 16th
- This allows 8 work days after Fall ends and 5 work days after grades are due

Option 2:

- First day of class - Wednesday, August 26th
- PD day would be Tuesday, August 25th
- Last day of class – Tuesday, December 15th
- Grades would be due December 18th
- This allows 6 work days after Fall ends and 3 work days after grades are due

Option 3:

- First day of class - Monday, August 31st
- PD day would be Friday, August 28th
- Last day of class – Sunday, December 20th
- Grades would be due December 23rd
- This allows 3 work days after Fall ends and no work days after grades are due

T. Giugni indicated that three separate surveys about the winter/spring side and term lengths were created for faculty, managers and classified staff, and students. To date, only the faculty survey had gone out but a second survey for all constituent groups is scheduled to go out by the end of the day regarding fall start and end dates listed above. S. Anderson reported faculty concerns with load issues and leading questions and reminded the group that these were all negotiated items. L. Persaud indicated that Santa Monica restored winter in 2013. M. House discussed the need to create the schedule in keeping with the education plans for continuity if length of semesters change.

The closing date for Faculty responses to the first survey was November 25th. The Office for Institutional Effectiveness will provide the results to the calendar committee. After the classified, managers and students are surveyed the committee will review all constituent group responses, assess the spring start, and end dates for the 2020-2021 academic calendar. M. Henes believes that the committee will be able to better assess the various possibilities for the 2020-2021 academic calendar after reviewing the responses.

2. ANNOUNCEMENTS

None

ADJOURNMENT

FUTURE MEETING DATE

January 7, 2020, 9:00 – 10:00 a.m. room C-217

Recorder: JoEllyn McGrath