

CALENDAR STANDING COMMITTEE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
Tuesday, January 7, 2020 - 9:00 – 10:00 a.m. – C-217

NOTES

COMMITTEE MEMBERS PRESENT

Terry Giugni, Co-Chair Vice President, Instruction
Matt Henes, Co-Chair Academic Senate President
Robert Bell, Assistant-Superintendent, Executive Committee
Richard Harsha, Classified CSEA
Kerin Huber, Academic Senate
Jeff Winter, Academic Senate
Martha House, Division Dean
Jaclyn Cevallos, Management Association
Jessica Mu, Associated Students
Arlene Reed, Director of Admissions and Records
Denise Albright, Classified Senate
Pat Krause, Classified CFT
Isela Ocegueda, Management Association

CALL TO ORDER AND INTRODUCTIONS

T. Giugni called the meeting to order at 9:05 p.m. M. Henes and T. Giugni welcomed committee members and thanked them for meeting during the Winter Intercession.

No Public Comment.

REVIEW/APPROVAL OF MEETING MINUTES

MOTION to approve December 4, 2019 meeting notes by M. House; seconded by J. Winter. R. Bell and I. Ocegueda abstained.

VOTE: Approved by majority vote.

Motion carries.

INFORMATION ITEMS

M. Henes recommended that a motion was put forth to remove the words “and Vote” under V. NEW ITEMS – DISCUSSION 2. Discussion and Vote on 2020-2021 Spring Portion of Academic Calendar.

MOTION to remove “and Vote” from agenda by M. House; seconded by R. Bell.

VOTE: Approved by majority vote.

Motion carries.

INFORMATION ITEMS AND NEW ITEMS DISCUSSION

Review and Discussion Fall Start / End Dates 2020-2021 Academic Calendar

The committee reviewed the Fall 2020 Start and End Dates Survey Summary results. From the recent fall survey, feedback was positive for the start date of August 24th with a Professional Development Day on Friday, August 21st and the last day of classes (finals) on Sunday, December 13th. This would allow for 8 working days after the fall ends for faculty and staff to complete grades and set up for the next session of classes.

T. Giugni presented the fall portion of the 2020-2021 academic calendar. R. Harsha noted that 12/24 should be pink (campus closed) based on union contract. It was noted and corrected. T. Giugni also provided a list of Saturdays for Fall 2020 to provide the number of required teaching days. Several motions were presented, discussed, amended and discussed, regarding which Saturdays should be bolded as instructional days.

MOTION to list the following instructional Saturdays: 9/12, 9/19, 9/26, 10/3, 10/10, 10/17, 10/24, 11/14, 12/12 and final Sunday 12/13 by K. Huber, seconded by I. Ocegueda.

VOTE: Approved by majority vote.

Motion carries.

NEW ITEMS – DISCUSSION

Vote on 2020-2021 Fall Portion of Academic Calendar

MOTION to approve the Fall 2020 portion of the Academic Calendar with a Start date of August 21st and last day on Sunday, December 13th by M. House; seconded by J. Winter.

VOTE: Approved by majority vote.

Motion carries.

The Fall Academic Calendar will be presented to the board on January 15, 2020 for approval pending College Council recommendation January 14, 2020.

Brief discussion ensued regarding the spring calendar. More surveys will be forthcoming for faculty, staff and students regarding winter and spring. Henes inquired about the data regarding the calendar impact on student internships. T. Giugni stated that a survey went out to winter students to understand why they are taking winter classes and to determine whether they are Pasadena City College students or from another educational district. Discussion ensued regarding students getting their transcript in time to transfer.

ANNOUNCEMENTS

None

ADJOURNMENT

MOTION to adjourn by K. Huber; seconded by M. House.

VOTE: Approved by majority vote.

Motion carries.

FUTURE MEETING DATE

February 19, 2020, 1:00 – 2:00 p.m. room C-217

Recorder: JoEllyn McGrath