

CALENDAR STANDING COMMITTEE
PASADENA AREA COMMUNITY COLLEGE DISTRICT
REGULAR MEETING
Wednesday, September 9, 2020 1:00 – 2:00 p.m. ZOOM

NOTES

COMMITTEE MEMBERS PRESENT

Terry Giugni	Co-Chair
Matthew Henes	Co-Chair
Alex Quintenar	Associated Students
Christina Zhang	Associated Students
Arlene Reed	Admissions and Records
Emmanuel Gomez	Associated Students
Richard Harsha	CSEA
Martha House	Division Dean
Sharis Amirian	Academic Senate
Isela Ocegueda	Management Association
Loknath Persaud	Academic Senate
Jeffrey Winter	Academic Senate
Cheryl Storms	Confidentials

GUEST: Carrie Afuso

CALL TO ORDER AND INTRODUCTIONS

M. Henes called the meeting to order at 1:02 p.m.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

REVIEW/APPROVAL OF MEETING MINUTES

Approve the June 3, 2020 meeting notes by unanimous consent.

VOTE: Minutes approved by unanimous consent.

Motion carries.

INFORMATION ITEMS AND NEW ITEMS DISCUSSION

Review, Discussion, and Possible Action on the 2022 - 2023 Academic Calendar

M. Henes presented a mock-up of the 2022-2023 Academic Calendar and noted its similar structure to the Calendar Committee approved and College Council recommended 2021-2022 Academic Calendar. The 2021-2022 Academic Calendar is currently with the President for submission to the Board of Trustees for approval.

M. Henes suggested working on the 2022-2023 Academic Calendar in sections, recommending the fall side of the calendar to College Council first and then approving the spring side at a future meeting. The committee needs to solidify start and end dates for fall. Next, they need agreement on 88 instructional days in bold, which will include bolded instructional Saturdays. Bolded Saturdays do not affect students, but rather provide Deans the ability to assign full-time faculty to retreats or teaching assignments if necessary.

M. House requested clarification on the green days in June with regard to eight-week or twelve-week class sessions that overlapped. T. Giugni explained that Natural Sciences, Languages, and Health Sciences, for instance, could use a longer summer session and that could be scheduled within the calendar start and end dates. The August green days are needed for grade recording prior to the start of fall.

MOTION to remove the green designation on June 23 and June 24, 2022 so they could be days that classes could be scheduled and not confuse students taking 8-week courses. The start and end dates would remain May 12th and June 22nd for the first summer session by M. House seconded by I. Ocegueda.

VOTE: Approved by majority vote. Abstentions: A. Reed

Motion carries.

T. Giugni will discuss removing the green on the June 23 and 24th 2021-2022 Academic Calendar with Dr. Endrijonas.

MOTION: to approve the August 2022 shapes and the colors in the arrangement in which they appear moved by M. House seconded by J. Winter.

Discussion: T. Giugni clarified the shapes and colors for 2022 - note the end of the six-week session on August 5th and the end date of an eight-week session as August 19th. Green indicates that classes are not in session. Orange is FLEX/Professional Development Day – non-student day, but a bolded Instructional Day. Classes would begin August 29.

VOTE: Approved by unanimous vote.

Motion carries.

M. Henes discussed the 2022 fall options. M. House requested information on December green days and when grades are due in A&R. T. Giugni indicated that grades are due three days after the end of the semester.

L. Persuad discussed FLEX day in January and indicated that he did not believe that Academic Senate had approved a second date in the spring, only one in the fall. T. Giugni referenced the FA contract. Professional Development Day is optional according to M. Henes, i.e. the hours are required, but fulfillment is not required on the specified date. T. Giugni suggested waiting to discuss the January FLEX date and focus on the fall side of the calendar.

S. Amirian requested clarification on December green days and when grades are due in terms of starting finals. One Sunday is counted Finals would be on December 11 or December 18.

MOTION: to approve the start of finals on December 11th and end them on December 17th moved by S. Amirian, seconded by M. House.

Discussion: 9 Saturdays

VOTE: Approved by unanimous vote.

Motion carries.

MOTION: to approve not bolding as instructional days the following Saturdays: September 3, November 12 and November 26 moved by M. House, seconded by I. Ocegueda.

Discussion: T. Giugni clarified Saturdays and what it means to block them out for students and faculty. L. Persaud mentioned that November 26 and 27 should be pink because the campus is closed. M. House recommended 9 Saturdays. T. Giugni checked and verified that Saturday, November 26 should be pink as well as Sunday the 27th.

WITHDRAWN MOTION: M. House

MOTION: to approve the pink shading on November 24 – November 27 to indicate that the campus is closed moved by S. Amirian, seconded by M. House.

VOTE: Approved by unanimous vote.

Motion carries.

VOTE: Approved by majority vote. Abstentions: E. Gomez

Motion carries.

ANNOUNCEMENTS

None.

ADJOURNMENT

Meeting adjourned at 2:07 p.m.

FUTURE MEETING DATE

September 30, 2020

Recorder: JoEllyn McGrath