

**CALENDAR STANDING COMMITTEE**  
**PASADENA AREA COMMUNITY COLLEGE DISTRICT**  
**REGULAR MEETING**  
Thursday, September 14, 2017 - 12:00 – 1:00 p.m. – C-233 President's Conference Room

***Draft* NOTES**

<b><u>COMMITTEE MEMBERS PRESENT</u></b>
Terry Giugni, Co-Chair
Gary Potts, CFT
Monique Hendrick-Walters, Classified Senate
Richard Harsha, CSEA
Locknath Persaud, Academic Senate
Robert Bell, Executive Committee
Tunisia Bailey, Management Association
JoEllyn McGrath, Recorder

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**CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order at 12:15 p.m. by T. Giugni.

There was no public comment.

**REVIEW/APPROVAL OF MEETING MINUTES**

T. Giugni requested that the committee review the June 1 minutes. A meeting quorum was not reached, therefore no votes were taken.

**DISCUSSION ON THE 2018-2019 and 2019-2020 ACADEMIC CALENDAR**

T. Giugni walked through the process of creating a two year academic calendar to facilitate a two year schedule for students as well as guided pathways. Various Start and End dates (below) were discussed. The 2007-2008 was referenced for the fall 2018 calendar. It did not work exactly for the spring 2018 because of the leap year, but the standard format was followed.

The committee will take the recommendations back to their constituent groups for feedback and report back at the October 19 meeting.

Count days and instructional Saturdays were discussed. CalSTRS requires 175 visual days of instruction. Pasadena City College has used 176, but in the past had not visually noted Saturdays, until the 2017-2018 calendar.

**DISCUSSION ON THE TIMELINE FOR SENDING RECOMMENDATIONS TO COLLEGE COUNCIL**

It is recommended that the 2018-19 and 2019-20 calendar go to the College Council for their October 26 meeting and any requested revisions at their November 16 meeting, if needed, so the board can approve both academic calendars at their December 13 meeting.

## CALENDAR STANDING COMMITTEE

BOT MEETINGS	CALENDAR COMMITTEE	COLLEGE COUNCIL	ACADEMIC SENATE	CLASSIFIED SENATE	ASSOCIATED STUDENTS
15-Nov	<u>9-Nov</u>	<u>26-Oct</u>	23-Oct	8-Nov	1-Dec
<u>13-Dec</u>		<u>16-Nov</u>	6-Nov	22-Nov	8-Dec
		14-Dec	20-Nov	6-Dec	15-Dec

### DISCUSSION – PROFESSIONAL DEVELOPMENT/FLEX AND CONVOCATION DAY

Dr. Giugni explained the difference between Professional Development and Flex Day. They will need to be scheduled with the approval of the Faculty Association and Academic Senate. The school is working toward a flexible FLEX calendar. The president would like to continue with a convocation day formally recognized on the 2018-2019 academic calendar. This year it was not considered a work day for faculty.

### ANNOUNCEMENTS

No announcements.

### ADJOURNMENT

The meeting adjourned at 1:05 p.m.

### FUTURE MEETING DATE

Thursday, October 19, 12:00 – 1:00 p.m. C-233

**Recorder:** JoEllyn McGrath