



**Pasadena City College is an equity-minded learning community dedicated to enriching students' academic, personal, and professional lives through an array of degree and certificate programs, campus engagement, and customized student support.**

**Title of Meeting / Committee Name: College Council**  
**Tuesday January 14, 2020 9:00am-10:00am**  
**Room: President's Conference Room**

**Chair:**  
**Dr. Mike Bush**

**Name of Person Taking Notes: Crystal Kollross**

**Attendance:** C. Altamirano, E. Conklin, G. Potts, J. Archibald, M. Bustamante, M. Henes, R. Cobb, R. Allen, S. Rose, V. Jaramillo, A. Boekelheide, C. Kollross, C. Olivo, T. Giugni

Call to Order at 9:07 am

I. Public Comment on Non-Agenda Items - None

II. Review and approval of meeting notes from November 21 and December 12, 2019  
November 21, 2019 and December 12, 2019 – 1<sup>st</sup> M. Henes, 2<sup>nd</sup> C. Altamirano - **Approved**

### III. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

#### 1. Fall 2020 Calendar – Motion to Approve 1<sup>st</sup> M. Henes 2<sup>nd</sup> C. Altamirano

Discussion:

M. Henes recounted the process to develop the Fall 2020 calendar option being presented including:

- surveys to the campus community,
- adjustment of Fall start date from 8/31 to 8/24 which will permit the semester to end earlier in December.
- Instructional Saturdays to meet required 176 instructional days for the academic year
- Proposed calendar allows for maintenance at the end of the term before the Holiday break

Dr. Giugni addressed when the Spring portion of the 2020-2021 Calendar will be available for review. He is working on collecting additional data to help inform the Calendar Committee recommendation to the college. Hopes to have this available soon for class scheduling and events such as Commencement.

Question about providing a 2 or 3-year calendar. Dr. Giugni indicated because of significant changes that are being considered for the academic calendar it is most likely we will continue a year by year Calendar until those issues are resolved. It is his preference to have a multi-year calendar but we are not there just yet.

M. Henes stated there is desire to end the academic year in spring by a certain date and that puts items like winter session in question. Currently surveying Winter session students to understand why they take classes in winter session and hopefully this will help inform the calendar committee recommendations.

T. Giugni – federal and state holidays, staff contracts and certain course needs (such a field experience or field trips) drive some of the dates on the calendar and this has to be considered in the calendar development.

C. Olivo – part of the consideration to have the spring semester end earlier is to provide more opportunities for students to have summer internships or other work based learning opportunities.

S. Rose asked about additional surveys to help inform the Calendar Committee recommendations on the calendar. M. Henes said yes and it will directly ask questions about winter session. T. Giugni said the calendar committee is looking at multiple options. M. Henes stated that faculty is now leading the conversation on winter session.

R. Cobb important to consider when students are available to attend shared governance meetings and not have them outside of primary terms.

**Motion approved**

#### IV. ANNOUNCEMENTS

S. Rose – retreat Friday form 9-4. The retreat is a partnership between the Title V grant and the Guided Pathways Career Community leads.

M. Henes – town hall will be scheduled in early February on the Facilities Master Plan to solicit campus input.

A. Boekelheide – working with Candace in ITS on an information campaign that will be coming out on the new Travel Policy and Administration procedures that was recently implemented.

T. Giugni – 25 faculty positions that are currently open for recruitment. PCC will be at the California Community College Job Fair Saturday January 25 to talk to prospective faculty candidates.

C. Olivo – new assembly bill requires an additional \$2 representation fee. We already charge \$1 so it is only a \$1 increase for our students but students can opt out.

#### V. ADJOURNED at 9:30 am



**Member Notes:**

**Accreditation Related:**