

**Academic Calendar Committee
October 26, 2021
Notes**

Membership	Representative
Vice Chancellor, Education & Technology	Jamey Nye (Chair)
One (1) faculty from each college and the District Academic Senate	C.R. Messer (ARC); Troy Myers (SCC); Julie Oliver (DAS); Sandra Guzman
One (1) LRCFT President or designee	Iris Dimond
One (1) Admissions and Records Dean from each college	Parrish Geary (ARC); Richard Andrews (CRC); Christine Wurzer (FLC); Kim Goff (SCC)
Vice Chancellor of Finance or designee	
One (1) Vice President of Instruction	
One (1) Vice President of Student Services	Tadael Emiru
One (1) Information Technology	David Rowe; Jana Perry
One (1) Human Resources	
One (1) student from each college selected by the Student Advisory Committee	

Welcome

The zoom meeting was called to order at 3:02pm by the chair. The agenda was approved with no additional agenda items forwarded. The charge of the committee and the notes for the last meeting were reviewed. It was noted that the major topic last year was adjusting spring break to become a mid-semester break effective with the 2022-2023 academic year and has been approved by the Board.

Proposal to Add Juneteenth and Cesar Chavez Holidays

It was noted there is overwhelming support at the campus presidents, from exec staff, and from this committee to implement observance of both Juneteenth and Cesar Chavez day. The possibility of adding the Juneteenth holiday to summer 2022 was discussed. It was noted that the tight turnaround between the summer and fall semesters would be tighter if another instructional day is added instead of instructional minutes to each class meeting. It was asked whether instead of adding an extra day to the calendar, classes could be extended each day to make up the instructional minutes that would be missed by implementing Juneteenth during the summer term or if 35 days of instruction during summer are required. It was noted that classes are already being scheduled for the

summer 22 session, PeopleSoft would need to be modified with the adjusted dates, and MIS Reporting would be impacted if Juneteenth is added to summer 2022. Consensus was that Juneteenth observance begin with Summer 2023 to allow time for our processes to be adjusted.

It was noted that the Cesar Chavez holiday which occurs in the spring, will impact short term or other classes that only meet on Mondays because there are two other Monday holidays (Martin Luther King/Presidents' Day). It was noted that if an additional day is tacked on to a semester (i.e. semester would end on Thursday instead of Wednesday as it historically does) that day could be scheduled with just Monday's classes to add an additional Monday meeting. Also, if March 31st falls on a Sunday, could it be observed on a Friday to lessen the impact? It is understood that if the holiday actually falls on a weekday, then it MUST be observed on that day. However, if it falls on a weekend, then there may be some flexibility. The Committee will ask the General Council to interpret the wording provided by the CCCCO regarding when March 31st can be observed.

Last day to drop with no notation

It was noted that the date used for the "drop with no notation on the transcript" is tied to the refund policy. There could be an interest in decoupling these two items to allow students more time, especially in shorter term classes, to make that decision. It was noted that the drop date with no notation normally occurs on a date that represents 10% of a class sessions being held. It was noted that Regulation 7252 talks about courses that are eight weeks in length or shorter that the drop date is the Friday that the session begins which is problematic for some classes. Regulations can be changed but we will need to follow Title 5 (section 580508) requirements which is tied to 10%. It was noted that that there's no "hard date" for refunds and Regulation 2254 2.1 says by Friday of the first week of instruction or as published by the college. Perhaps this could be changed to after 10% of the class has been held or as published by the college. Changing the regulation to be less ambiguous regarding "as published at the college," to ensure that we all follow the same date would be a good idea also.

There is a strong desire to immediately modify the drop date for Spring 2022 to benefit students and shorter term faculty. Perhaps the "as published by the college" statement could be used immediately to correct that while the process of changing the regulation occurs simultaneously? This would be an admissions and records and be VPSS implementation project not an amendment to the approved academic calendar. It was noted the regulation information regarding 10% is to receive a refund only; not withdrawing without a notation on the transcript. We want students to have as much time as possible under Title 5 to make the academic decision of whether or not to drop a class without notation.

A discussion of this topic will occur with the vice presidents, and then with cabinet, but will not be delayed. We want to make sure that the Academic Senate and other shared governance committees and bargaining units have time to review the proposed change to the regulation. It is not expected that there will be any objection to these changes.

Action

It was proposed that this group make a recommendation to the Chancellors Cabinet to leave the 2022 - 2023 academic calendar as is and not add Juneteenth or Cesar Chavez day. It is a recommendation only, not a final decision which rests with the Chancellor and Board of Trustees. It was also proposed that this group make a recommendation to Chancellors Cabinet to modify the drop w/o notation date which is not an amendment to regulations, but would need to be shared widely and implemented for Spring 2022 with the language "as published by the college" as the basis for allowing this modified date. A followup change to regulations could then be brought through the entire process.

The interim Director of A&R and other A&R supervisors will work with the AVCESSS to provide dates for the drop date adjustment for Spring 2022.

The Deputy Chancellor will research into extending the summer session day to make up for the observance of Juneteenth in lieu of adding an additional day. The option of floating the Cesar Chavez Day when it falls on Sunday will be reviewed with the General Council. Mocked up calendars for 2023-2024 and 2024-2025 will be generated to reflect these changes so they can be reviewed by all parties. (It was noted the 24–25 calendar presents with a creeping of the semesters and dates will need to be adjusted.

A meeting of this group in December and/or during the spring or a decision via email maybe necessary

The interim Director of A&R will work with the AVCESSS to provide dates for the drop date adjustment for Spring 2022.

Adjourned at 3:48