

**Pasadena City College
Academic Calendar Committee
Meeting Minutes - Thursday, March 29, 2012**

Calendar Committee Members Present

Committee Co-Chairs

Dr. Robert Bell, Vice President, Student Services
Krista Walter, English Dept. Faculty, Acad. Senate

Classified

Haroldine Gardner, ISSU

Academic Senate

Lydia McDonald, Languages
Loknath Persaud, Languages
Phil Ricards, Social Sciences

Confidentials

Kathy Barnes, Interim Administrative
Assistant, Student and Learning Services
(sub for Cindy Smith)

Division Deans

Jim Arnwine, Division Dean,
Performing Communication Arts

Management Association

Dina Chase, Assoc. Dean, A&R Dept.

Members Not Present

Chris Fennessy, Associated Students
Richard Harsha, CSEA
Matthew Henes, Academic Senate
Ashley Jackson, Associated Students
Tomas Riojas, Academic Senate
Glenna Watterson, Classified Senate

Associated Students

Miranda Alvarado
Steven James

I. Call To Order

The meeting was called to order at 12:10 p.m. by Dr. Bell.

II. Approval of Minutes of February 23, 2012

Dr. Bell called for a motion for approval of minutes.

**On Motion of Haroldine Gardner and seconded by Loknath Persaud, the
committee voted unanimously to approve the minutes of the February 23, 2012
meeting.**

III. Public Comments

There were public comments on agenda/non agenda items by Rita D'Amico, Xiu-Zhi Wu, Rod Foster and David Cuatt.

IV. Review of Proposed 2012-2013 Academic Calendar

Dr. Bell asked for review of the 2012-13 Calendar with the Winter Session that was a vetted discussion at the last committee meeting. Krista Walter said our past practices have been to review the calendar carefully at this point.

Kathy Barnes asked for the following changes: On back page of calendar under Fall 2012, Sept 8 date and also under Spring 2013, March 2 date, to scratch "Saturday Services open 9:00 a.m. – 1:00 p.m. only" and to insert the word "online" in its place. Phil Ricards asked why there would not be Saturday services. Dina Chase explained this had been discussed at the Student and Learning Services Managers Meeting recently and they agreed it is no longer cost effective to be

open on those dates. Jim Arnwine asked that students be given enough time to resolve their issues at the start of the semester.

Kathy Barnes asked that the following additional changes be made to the front of the calendar middle column so that it is consistent with the information illustrated in the individual calendars:

Scratch -November 22-23 Thanksgiving-Campus Closed

Insert -November 22-25 Thanksgiving-Campus Closed

Scratch-December 20-January 1 Winter Vacation Campus Closed

Insert-December 22-January 1 Winter Vacation Campus Closed

Scratch -February 15-16 Lincoln's Birthday-Campus Closed

Insert -February 15-17 Lincoln's Birthday-Campus Closed. Jim Arnwine then asked that we have one line with combined information regarding Lincolns/President's Day to reflect the following:

February 15-18 – Lincoln's Birthday/Presidents Day – Campus Closed

Scratch-April 15-19 Spring Break – Classes Not in Session

Insert -April 15-21 Spring Break –Classes Not in Session

Scratch-April 19-20 Campus Closed

Insert -April 19-21 Campus Closed

Dr. Bell then called for a motion to have the 2012-13 go forward to College Council with these changes.

On Motion of Phil Ricards and seconded by Haroldine Gardner, the committee voted unanimously to send the 2012-13 Calendar forward to College Council with the following changes:

Back Page; September 8, 2012 and March 2, 2013 dates -scratch "Saturday Services open 9:00 a.m. – 1:00 p.m. only" and insertion of the word "Online"

November 22-25 Thanksgiving-Campus Closed

December 22-January 1 Winter Vacation Campus Closed

February 15-18 – Lincoln's Birthday/Presidents Day – Campus Closed

April 15-21 Spring Break –Classes Not in Session

April 19-21 Campus Closed

V. Schedule of Future Meetings

Dr. Bell asked the committee if there was a need to meet again this year with the calendar going forward to College Council. He said we can meet to begin the process of review of the 2013-14 Calendar at the April 26th meeting. Phil Ricards asked if we should meet before the April 26th meeting. Krista Walter stated since College Council will meet on April 25th for review of the 2012-13 Calendar, we should wait until April 26th before meeting again.

VI. Adjournment

On Motion of Lydia McDonald and seconded by Haroldine Gardener, the committee voted unanimously to adjourn the meeting at 12:48 p.m.