

**Pasadena City College  
Calendar Committee  
Meeting Minutes - Thursday, March 28, 2013**

**Calendar Committee Members Present**

**Committee Co-Chair**

Krista Walter, Co-Chair, Calendar Committee  
Dr. Robert Bell, Co-Chair, Calendar Committee

**Academic Senate**

Lydia McDonald, Academic Senate  
Loknath Persaud, Languages  
Phil Ricards, Social Sciences  
Tomas Riojas, Counseling

**Associated Students**

Simon Fraser  
Anna Torres

**Classified**

Haroldine Gardner, ISSU

**Division Deans**

Jim Arnwine, Division Dean

**Executive Member**

Ofelia Arellano, Dean, Academic Affairs

**Management Association**

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

**Calendar Committee Members Not Present**

Miranda Alvarado, Associated Students  
John Fraser, Associated Students  
Richard Harsha, CSEA  
Matthew Henes, Mathematics  
James Karch, POA  
Diego Lopez, Associated Students  
Cynthia Smith, Confidentials  
Glenna Watterson, Classified Senate

**I. Call To Order**

The meeting was called to order at 12:10 p.m. by Dr. Bell, Co-Chair of the Calendar Committee.

**II. Approval of Minutes of the January 31, 2013 Calendar Meeting**

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

**On motion of Lydia McDonald and seconded by Phil Ricards, the Calendar Committee voted 10 ayes, 2 abstentions (Simon Fraser, Anna Torres) and 0 opposed to approve the minutes of the January 31, 2013 Calendar Meeting.**

Associated Students will present minutes for approval of the March 12, 2013 Calendar Committee meeting at the next Calendar Committee meeting on April 11, 2013.

**III. Public Comments**

Public Comments were made by Roger Marheine, Julie Kiotas, and committee members Lydia McDonald, Simon Fraser, Phil Ricards, Krista Walter and Haroldine Gardner.

**IV. Professional Development for 2013-14**

Krista Walter said the Academic Senate will provide a proposal for consideration of one or two professional development days, possibly before the start of fall. These days would need to be fully vetted and negotiated. She stated we need to look at other college calendars to see what they are doing for professional development days. Simon Fraser asked about putting a day on in

the spring. Dr. Bell noted that this takes a day of instruction out of the calendar. Phil Ricards understood that a flex day is viewed as an instructional day; Dr. Bell noted that was so if it was within the 176 days of instruction, if outside of the days of instruction, then it must be negotiated with the Faculty Association. Lydia McDonald noted that this does not appear to be able to be resolved before the start of fall. Krista Walter said that we will have one more calendar meeting in which to view the Academic Senate proposal at which time a decision can be made about the insertion of additional professional development days.

#### **V. 2013-14 Calendar without Winter**

The calendar committee reviewed the 2013-14 Calendar without winter. Jim Arnwine noted the three Monday holidays in spring 2014 and asked about starting finals one day later so they start on Tuesday, April 29, 2014 and go through Monday, May 5, 2014. This would then allow Monday, April 28, 2014 to be an additional instructional day. Discussion followed and the committee looked at various options, including the possibility of taking one of the Monday holidays at another time. Based on review of the Chancellor's Office list of mandated holidays, it was determined that we must adhere to the Monday dates currently noted as holidays for PCC for spring 2014. Since the Cesar Chavez holiday will be observed at PCC, it must be taken on Monday, March 31, 2014.

Phil Ricards voiced concern with the calendar without winter as the spring start date on January 6, 2014 and ending date in early May will exclude enrollment from high schools. He also noted the advantage of a calendar with winter would be that the concern about three Monday holidays in spring would no longer apply as one of the Monday holidays would occur in the winter session.

Krista Walter noted use of the phrase Summer Academic Term and how this might be interpreted by other schools. She said that full time faculty are not contracted for that academic term, it is misleading, and asked about calling it summer intersession. Phil Ricards moved to change the phrase so it would be less problematic. A brief discussion followed.

**On Motion of Phil Ricards and seconded by Loknath Persaud, the Calendar Committee voted 10 ayes, 2 abstentions (Simon Fraser, Anna Torres) and 0 opposed to change summer academic term to summer intersession.**

Jim Arnwine noted the highlighted section at the top of the 13-14 calendar has summer dates that no longer apply and asked about changing this to reflect the extended summer dates. Since an administrative decision was made not to change the current 12-13 calendar, and changing dates on the 13-14 calendar would cause confusion, it was decided to remove the highlighted section at the top of the 13-14 calendar.

#### **VI. 2013-14 Calendar with Winter**

Dr. Bell noted that we were running out of time for discussion of this calendar and would need to schedule an additional meeting. Phil Ricards moved to have a meeting on Thursday, April 11, 2013. After discussion of possible dates, it was determined that Thursday, April 11, 2013 would work for committee members.

**On motion of Phil Richards and seconded by Lydia McDonald, the Calendar Committee voted unanimously to schedule an additional meeting of the Calendar Committee on Thursday, April 11, 2013 at 12:00 p.m.**

*(Room reserved later that day; meeting will be in C217)*

#### **VII. Adjournment**

Dr. Bell adjourned the Calendar Committee meeting at 1:01 p.m.