

**Pasadena City College
Calendar Committee
Meeting Minutes - Thursday, April 11, 2013**

Calendar Committee Members Present

Committee Co-Chair

Krista Walter, Co-Chair, Calendar Committee

Academic Senate

Matthew Henes, Mathematics

Lydia McDonald, Languages

Loknath Persaud, Languages

Phil Ricards, Social Sciences

Tomas Riojas, Counseling

Associated Students

John Fraser

Simon Fraser

Anna Torres

Calendar Committee Members Not Present

Miranda Alvarado, Associated Students

Dr. Robert Bell, Co-Chair, Calendar Committee

Richard Harsha, CSEA

James Karch, POA

Diego Lopez, Associated Students

Classified

Haroldine Gardner, ISSU

Glenna Watterson, Classified Senate

Confidentials

Cynthia Smith, Administrative Assistant

Division Deans

Jim Arnwine, Division Dean

Executive Member

Ofelia Arellano, Dean, Academic Affairs

Management Association

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

I. Call To Order

The meeting was called to order at 12:06 p.m., by Krista Walter, Co-Chair of the Calendar Committee.

II. Approval of Minutes of the March 12 and March 28, 2013 Calendar Meeting(s)

Krista Walter called for a motion for approval of the minutes.

On motion of John Fraser and seconded by Phil Ricards, the Calendar Committee voted unanimously to approve the minutes of the March 28, 2013 Calendar Meeting.

Minutes of the March 12 meeting were not reviewed.

III. Public Comments

Public Comments were made by Roger Marheine, Kelly Camacho, Eduardo Cairo, Martha Bonilla and committee members Matt Henes, John Fraser, and Jim Arnwine.

IV. Academic Senate Proposed Professional Development Days

Krista Walter read a memo from the Academic Senate for two resolutions for professional development days. The first recommendation asks for two professional development days before fall 2013 semester begins, the second recommendation asks for two professional development days after spring 2014 ends. Discussion followed regarding this being outside of contracted time,

or if these days should be indicated as optional. Krista Walter stated that it is up to Academic Senate and the professional development committee to work out the details, our responsibility is to place these days on the calendar. Simon Fraser recommended August 22 and 23; Matt Henes asked for August 21 and 22 since August 23 is Welcome Day. Matt Henes moved to place these two days on the calendar. Simon Fraser seconded. Jim Arnwine asked to recommend these days back to the Academic Senate. Krista Walter stated that the Senate wanted these placed on the calendar so other events would not conflict with these dates. She then called for a vote.

The Calendar Committee voted 10 ayes, 4 abstentions (L. McDonald, H. Gardner, G. Watterson and L. Persaud) and 1 opposed (J. Arnwine) to place two professional development days on the Academic Calendar on August 21 and August 22, 2013.

Simon Fraser asked about the October 1, 2013 Professional Development date; Krista Walter proposed that we leave it on calendar and she would confer with Academic Senate before the next calendar meeting so a final decision could be made.

Simon Fraser asked that we move on to items V and VI and then moved that they be combined together. John Fraser seconded. Krista Walter called for a vote.

The Calendar Committee voted 12 ayes, 3 opposed (C. Smith, J. Arnwine, M. Henes) 0 abstentions to combine discussion of Agenda Items V and VI.

Cynthia Smith asked for an explanation as to why they wanted to combine the calendars since there was a vote without discussion. Simon Fraser said when deciding on a calendar with or without winter, they are not distinct issues, they are the same as we are deciding on a calendar with one or the other configurations. Krista Walter reminded the committee they already did vote on a configuration for a calendar with winter and it was presented to the Board of Trustees as the calendar they were going to recommend.

Anna Torres motioned to determine the professional development days for spring 2014 as June 19 and June 20, 2014. John Fraser seconded. Krista Walter called for discussion. Jim Arnwine stated he did not believe those would be effective at the end of June; it is more effective to have these dates at the beginning of a term. Matt Henes pointed out that these had been recommendations from Academic Senate and as such we don't need to schedule these. Anna Torres was asked to repeat the motion for June 19 and June 20, 2014 as faculty professional development days for spring 2014. At this time there was no second. Krista Walter said we should ask for guidance from Academic Senate. John Fraser called for a majority vote based on the recommendation for June 19 and 20. If that fails, they could vote on June 18 and 19, if that fails they could vote on June 17 and 18, if that fails, they could vote on June 16 and 17th. He then made that amendment to the motion. There was no second to this. The committee then went back to the original motion of scheduling June 19 and 20 as professional development days. A vote was called 3 ayes, 8 opposed and 4 abstentions. Motion failed.

Matt Henes then moved to put these dates on for June 18 and 19. Simon Fraser seconded this. Krista Walter called for a vote: 6 ayes, 5 opposed, 4 abstentions. Loknath Persaud and Jim Arnwine asked that we have a recount on this vote. Vote was 6 ayes, 6 opposed (D. Chase, J. Arnwine, P. Ricards, O. Arellano, L. McDonald, L. Persaud). Motion failed.

Simon Fraser moved to send this back to Academic Senate for specific dates. This was seconded by Cindy Smith. Krista Walter called for any discussion. She asked if there were any objections, there were none. The Calendar Committee will seek further guidance from the Senate as to the spring professional development dates.

V. 2013-14 Calendar without Winter and

VI. 2013-14 Calendar with Winter

Simon Fraser asked if there were any other dates on the calendar without winter that needed to be decided on except for spring professional development dates. There were none, so the committee began to look at the calendar with winter. Anna Torres moved for approval of a calendar with winter with dates as stated. John Fraser seconded this. Simon Fraser asked if there were dates that needed changing. Krista Walter said we needed to review the dates carefully as in the past there are several mistakes due to the calendar being rolled over with previous dates.

Review and discussion followed with the following changes made to the Calendar with winter:

IN MIDDLE COLUMN: Removal of wording -June 2013

Spring break dates will be changed as follows:

April 14-17 Classes Not in Session

April 18-20 Campus Closed

Last Day of Classes will be changed to June 15.

Classes not in session will be June 16 through June 22.

Summer academic term will be replaced with summer intersession where it appears on the calendar.

January 2 through January 5, 2014 on the visual calendar will be blocked in green to reflect Classes Not in Session.

Simon Fraser said if there were no more corrections, he would like to call the question with those amendments. Krista Walter called for a vote on the calendar with winter with the corrections made today.

The Calendar Committee voted 12 ayes, 1 opposed (J. Arnwine) 2 abstentions (O. Arellano, D. Chase) to approve the changes made to the 2013-14 Calendar with a winter session.

Matt Henes moved that this is the calendar we recommend. Anna Torres seconded. Krista Walter asked if there were any objections, there were none, and then she called for a vote.

The Calendar Committee voted 12 ayes, 1 opposed (J. Arnwine) and 2 abstentions (O. Arellano, D. Chase) to recommend the 2013-14 Calendar with a winter session.

VII. Adjournment

Krista Walter adjourned the Calendar Committee meeting at 1:00 p.m.