

# Los Rios Community College District

## Academic Calendar Committee

October 7, 2013

Record of Decisions

**Present:** Sue Lorimer, Chair; Richard Andrews, Bryon Bell, Kale Braden, Joe Carrasco, Ryan Cox, Celia Esposito-Noy, Christine Hernandez, Theresa Matista, Robin Neal, Greg Rose, and Mary Turner

**Excused:** John Alexander, C.R. Messer, and Sandra Warmington

### Decisions

1. The committee approved the attached revised draft 2 of the **2015 – 2016 Academic Calendar** for review by the colleges. Draft 2 provides the correction that the 2015 Census Date for Fall Semester classes is **Tuesday, September 8** rather than Monday, September 14. For the first time the calendar provides the date when finals start for the fall and spring semesters. Unless a major concern is raised during the review that would necessitate the committee reconvening, a final committee vote to recommend the **2015 – 2016 Academic Calendar** will be conducted by email vote.
  - The July 4, 2015 holiday falls on a Saturday and will be observed on Friday, July 3, 2015. Since Fridays are not considered instruction days in the summer and the summer session has a total of 35 days, the final day of the 2015 summer term will be on a Wednesday rather than a Thursday.
  - In keeping with the agreement two years ago to observe Veteran’s Day on the actual November 11 date, the committee recommended the 2015 Veteran’s Day Holiday be observed on Wednesday, November 11, 2015.
2. Next steps: Once the committee approves a final draft of the calendar, it will be sent to all constituency groups for review and comment. The draft 2015-2016 Academic Calendar will then appear on the next Board of Trustees Agenda for Board action at either the November or December 2013 meeting.
3. The committee discussed a Professional Development proposal scheduled to go to the Board of Governors that might add a 5<sup>th</sup> Flex day during the academic year. If the required number of Flex days changes before or starting with the 2015-2016 academic year the committee will need to meet again to make a recommendation on how to update the calendar(s). [NOTE: Follow-up on this issue after the meeting shows a Professional Development proposal did go to the Board of Governors in September as an information item for discussion. However, the recommendation to mandate a specific number of Flex days was not included in the agenda item.]
4. Student services has an interest in changing the “Grades Due” date to be closer to the last day of instruction for each term (summer, fall and spring) for a future academic calendar year. Student services will gather information to provide the intended benefits for such a change and District IT will run a query to determine the percentage of faculty who currently submit grades earlier than the due date. This information will be shared with District Academic Senate and LRCFT to initiate a dialogue on the benefits and drawbacks to this proposal to see if should be moved forward for future calendars.