



# Calendar Committee Agenda

Tuesday, September 22, 2015  
Administration Building, A140  
11:30 – 12:30pm

**Type of Meeting:** *Regular*  
**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*  
**Please Review/Bring:** The past minutes for accuracy.

**Committee Members Present:**  
Edward Beyer, Academic Senate President  
Kim Fite, Classified Union President Proxy  
Susan Knapp, Student Services Faculty  
Kyle Jacobsen, Academic Affairs Specialist  
Justin Shores, Faculty Union President Proxy  
Jennifer Coats, ASO President Proxy  
Bonnie Suderman, VP Academic Affairs  
Elizabeth Sundberg, Faculty Union  
LaDonna Trimble, Dean Enrollment Services  
Erin Vines, VP Student Services  
Darcy Wiewall, Academic Faculty  
Nichelle Williams, Director Financial Aid  
Jill Zimmerman, Dean Student Development and Services

**Committee Members Absent:**  
Pamela Ford, Classified Union President  
Susan Lowry, Faculty Union President  
Tom O’Neil, Academic Dean  
Shawn Smith, ASO President

**Public Present:**  
Michelle Hernandez, Director Student Act. & Outreach

Items	Person	Action
I. Approval of Previous Minutes of 12/1/2014 and 6/8/2015	<i>All</i>	<p><b><u>Issues Discussed:</u></b> The committee was requested to review the minutes for accuracy and make a motion to approve the 12/1/2014 and 6/8/2015 meeting minutes.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the minutes as presented. Minor edits were requested to the 12/1/2014 minutes to include two missing members, Dr. Beyer and Kim Fite. Minor edits were requested to the 6/8/2015 minutes to include missing members, Dr. Wiewall, Mr. Shores, Ms. Sundberg, Ms. Williams, and Dr. Zimmerman. All members present approved the minutes with those revisions noted.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
II. Discussion – Calendar Change Proposal and Process	<i>Bonnie</i>	<p><b><u>Issues Discussed:</u></b> Dr. Suderman reminded the committee that at the last meeting they were asked to review a proposed change to our calendar to exclude intersession, move spring forward and offer an extended summer program that would be 12 weeks. This change would</p>



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allow students to take possibly courses over two 6 week sessions back to back and/or courses over a 12 week session. Each representative was asked to gather information from their constituents and bring those comments back for review. She has present the change to the Academic Affairs Advisory Council, which consists of Dean and Department Chairs. She was asked them to speak with their respective areas and provide the following:

- If opposed, indicate the reason for the opposition whether legal or otherwise
- If for the change, provide the reason for the agreement as positive feedback is also welcome

Dr. Vines also presented the change to the Deans and Directors in his area but he asked only for concerns related to the change.

Mr. Shores, proxy for Faculty Union president, indicated that this is a negotiated item as the structure of the calendar relates to workload. Unfortunately, at this time neither union has been approached directly to consider this change. Since this topic is being discussed openly, the faculty union believes this qualifies as an unfair labor issue.

Dr. Zimmerman, Dean of Student Life, and Ms. Coats, Student Representative, indicated that a student poll will be sent out requesting input.

Dr. Beyer, Academic Senate president, indicated that a decision will be made on November 18<sup>th</sup>.

It was stated that this committee is reviewing an idea and will make a recommendation based on information gathered. If the committee is in agreement of the change, then negotiations will occur, as needed. The earliest implementation could be Fall 2016 but absolutely not sooner as there are too many pieces that have to align. Dr. Suderman indicated that this committee is only review whether feedback received shows an interest in the proposed change. If interest is present then a regular process will be followed and would merit negotiations. The reason for this proposal is to encourage completers by offering students the chance to basically take 3 full semesters, and shorter time between class offerings to reduce loss of information.

Ms. Fite, proxy for Classified Union president, requested to know whether budgetary concerns have been discussed. Previously when terms were cut, it made way for a reason to cut personnel. Will this happen again? In addition to this concern, others were



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		<p>raised: cuts in the budget for technical education disciplines; financial aid limits; and a request for a draft calendar with this change incorporated.</p> <p>Mr. Shores indicated that he has a seize and desist letter in hand as this is a matter for negotiations.</p> <p>Many members present felt the discussion was needed and without this committees review, how would students and other members of the campus be involved if negotiations needed to occur first. A request was made to halt advancement in the discussions across campus until the faculty union lawyer could provide feedback on this issue.</p> <p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b> This item will return to the committee for additional review once the feedback has been collected from students, directors, faculty, classified, etc.</p>
III. Discussion – Addition to Committee	<i>Bonnie</i>	<p><b><u>Issues Discussed:</u></b> Dr. Suderman requested the committee to consider adding a member from the IT department, specifically Katherine Mergliano, who submits all our calendar information for Chancellor’s Office approval through the MIS process.</p> <p><b><u>Action Taken:</u></b> After a brief discussion, a motion was made and seconded to approve the change to the committee membership to include an IT position. All members present approved the motion.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
<b>NEXT MEETING DATE:</b> In October		