



# Calendar Committee Minutes

Monday, November 6, 2017  
L 201  
2:00 – 3:00pm

**Type of Meeting:** *Regular*  
**Note Taker:** *Melissa Jauregui, Academic Affairs Specialist*  
**Please Review/Bring:** The proposed calendars.

**Committee Members Present:**  
Pamela Ford, Classified Union President  
Stephen Hersh, ASO President  
Melissa Jauregui, proxy  
Scott Lee, Faculty Union President  
Katherine Mergliano, ITS  
Audrey Moore, proxy  
Tom O’Neil, Academic Dean  
Joseph Owens, Vocational Faculty  
Van Rider, Academic Senate President  
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:**  
Kyle Jacobsen, Academic Affairs Specialist  
Cynthia Wishka, Student Services Faculty

**Guests Present:**  
Edward Knudson, President

Items	Person	Action
I. Opening comments from the co-chair	<i>Erin/Scott</i>	Dr. Erin Vines, VP of Students Services, called the meeting to order at 2:04pm.
II. Approval – Minutes 6/7/2017	<i>Erin</i>	<p><b><u>Issues Discussed:</u></b> None.</p> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the 6/7/2017 meeting minutes as presented. After a brief review of the document, revisions were not identified. Motion carried.</p> <p><b><u>Follow Up Items:</u></b> None.</p>
III. Discussion Proposed Academic Calendar		<p><b><u>Issues Discussed:</u></b> Edward Knudson, President, was present to explain the reason for the suggested changes to the college academic calendar. The proposal is to eliminate intersession, start spring in the first full week of January, add a week off at Thanksgiving, start summer session earlier, extend summer session by 4 weeks, and offer two 6 week sessions in summer as well as a full 12 week session.</p>



## ANTELOPE VALLEY COLLEGE

Mr. Knudson, reviewed the issues facing the college based on the strategic vision presented by CCCC, which include the expectation that we increase our transfer rate to 35%, and our graduation rate by 20%. In reviewing the expectations, discussions were had with the AV High School district, CSUB, SOAR, Rosamond High School and various other entities who all felt this would be a positive change for our college.

Many questions were asked:

- The documentation presented make a lot of assumptions, perhaps we need to hear from students
- Counselors already struggle with the later turn around on final grades and rely heavily on intersession to notify students of their status, can grades be required sooner?
- Can more 8 week session be made available to prepare for the transition?
- Classified expressed concerns with the impact to workload which can be handled through negotiations

Additional statements were made:

- EduNav was purchased to allow students to determine their ed plan and shows how each enrollment impacts their grad date
- 21 districts reported an intersession, there are 70+ districts
- For science labs, this change makes sense
- By starting spring sooner, financial aid disbursements will be closer together from fall to spring
- Summer Pell Grants are now available again, perhaps more students would enroll if the term was longer
- This change will help Veterans who rely on financial aid as the disbursements will be closer together
- Having a longer summer allows for three full-time enrollments
- The calendar changes offers 11 additional weeks of instruction in comparison to the current calendar
- Spring break listed as week 11 can be moved, however the intention was to match our break with the high schools
- There could possibly be a benefit to shard governance as there would not be a long break at winter
- Attempts to improve our winter offerings have gone unsuccessful
- High schoolers who would likely enroll in the summer and improve our rates will absolutely not enroll in an intersession



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		<p><b><u>Action Taken:</u></b> None.</p> <p><b><u>Follow Up Items:</u></b> The discussion will continue at our next meeting on 12/4/2017.</p>
IV. Action Item Timeline for Recommendation		<p><b><u>Issues Discussed:</u></b> Dr. Erin Vines requested the committee to identify a timeline to ensure the recommendations of this group are decided on and sent forward for consideration. He stressed that the role of this group is to weigh all the information presented and make a decision to either support or not support the change to the calendar. That recommendation is then sent to the Board of Trustees to make their final decision on the matter. Based on the conversation so far, ASO needs to work with Institutional Research to create a measurable survey that will be sent out for student input. What is a reasonable timeline for our committee to expect feedback? After much discussion and additional ideas mentioned for moving forward as noted below, the committee decided to meet more regularly over the next several months with a final decision from this group being sent forward in the spring semester. It was also agreed upon that student feedback is expected in early spring semester.</p> <p>Addition ideas for moving forward:</p> <ul style="list-style-type: none"><li>• If possible, Mr. Knudson should attend division meetings if possible to explain all the points mentioned today as much is lost in a large town hall meeting.</li><li>• Liz Sundberg, Director of Nursing, expressed a need to potentially revise curriculum and faculty should be looking at how the change would impact their course offerings.</li><li>• Committee members requested to see the letters from the High Schools and CSUB that support the change.</li><li>• Students led forums on this topic should be held.</li></ul> <p><b><u>Action Taken:</u></b> A motion was made and seconded to approve the timeline of a final decision on the proposed academic calendar being sent to the Board of Trustees in spring semester. Motion carried.</p> <p><b><u>Follow Up Items:</u></b> Discussions are expected to continue through spring semester.</p>



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<b>NEXT MEETING DATE:</b> 12/4/2017		The November 6, 2017 Calendar Committee meeting concluded at 3:14pm.
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