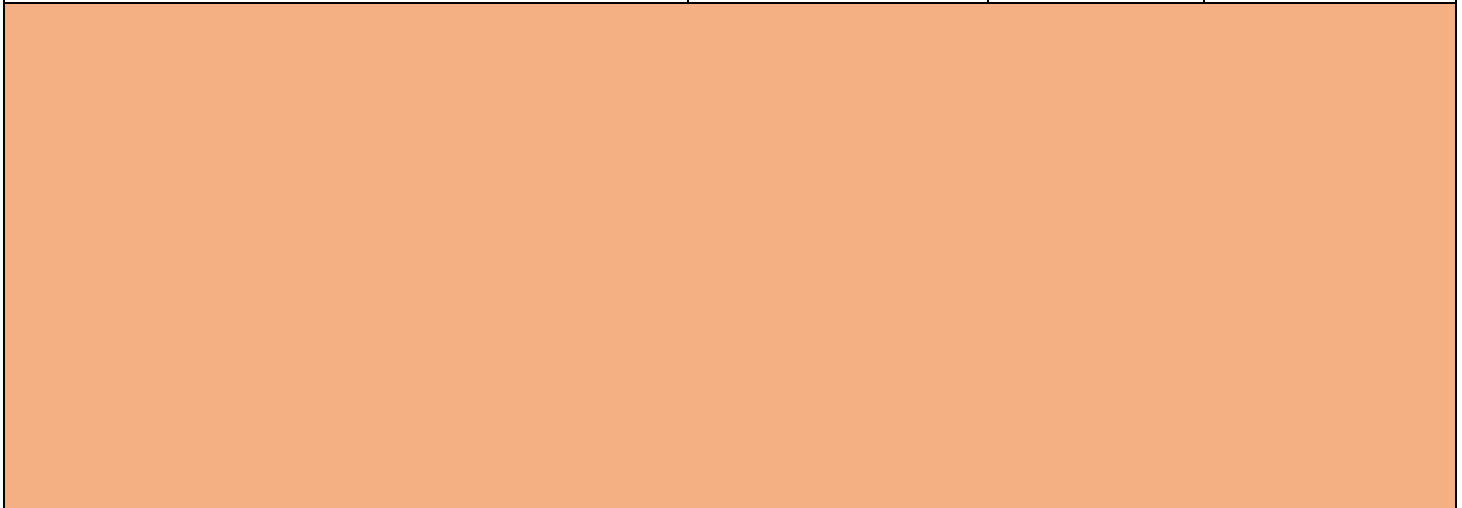


# Calendar Committee Meeting

Wednesday, May 1, 2024  
11:00 am – 12:30 PM  
SSV 236

## AGENDA

Items	Person Responsible	Time	Action
<b>Information/Discussion Items:</b>			
1. Welcome	Idania Padron Dr. Jason Bowen	2 minutes	
2. Review & Approval of Minutes, 1/31/24.	Idania Padron	5 minutes	
3. Review Edits of Federation of Classified Employee Holidays: 2025-26; 2026-27; 2027-28	Pamela Ford Idania Padron	5 minutes	
4. Review & Discussion of Academic Calendars: 2025-26; 2026-27; 2027-28	All	55 minutes	
5. Discussion of Future Meetings	All	5 minutes	



# Calendar Committee Meeting

Idania Padron Reyes, VPSS, Co-chair  
 Pamela Ford, Classified Union President  
 Dr. Jason Bowen, Faculty Union President, Co-chair  
 Kelly Brogan, Enrollment Services  
 Tanya McGinnis, Counselor – Zoom  
 Kyle Jacobsen, Academic Affairs Specialist (CMS)  
 Dr. Jill Zimmerman, Dean, Student Life & Services – Zoom  
 LaDonna Trimble, Dean, Enrollment Services  
 Johnathan Compton, Senate, Academic Faculty  
 Daniel Conner, ITS MIS – absent  
 Rick Motawakel, Senate, Vocational Faculty  
 ASO Representative, Colton Beardsley – absent  
 Nichelle Williams, Director, Financial Aid (CMS)  
 Hal Huntsman, Academic Faculty  
 Dr. Kathy Bakhit, Vice President Academic Affairs  
 Angela Urbanoski, Sr Admin Assistant to VPSS

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**11:00 am – 12:30 PM**  
**SSV 236**

## AGENDA

Items	Person Responsible	Time	Action
<b>Information/Discussion Items:</b>			
1. Welcome	Idania Padron Dr. Jason Bowen	2 minutes	Chairs confirmed attendance for quorum.
2. Review & Approval of Minutes, 1/31/24.	Idania Padron	5 minutes	<p>Pamela requests an update to 1/31/24 minutes to reflect her request for Otter not to be used. Angela adds language to item 2 to reflect this.</p> <p>Pamela requests a change to item 4 “The president could decide to make this into an administrative day” to add “with negotiations.” Angela makes this change.</p> <p>Minutes moved.</p>
3. Review Edits of Federation of Classified Employee Holidays: 2025-26; 2026-27; 2027-28	Pamela Ford Idania Padron	5 minutes	<p>Idania explains changes made to the previous version of the Federation of Classified Employee Holidays since the 1/31/24 meeting. Changes were as follows:</p> <ul style="list-style-type: none"> <li>- March 30, 2027, is now March 31, 2027.</li> <li>- January 1, 2028, is now January 3, 2028.</li> <li>- February 19, 2028, is now February 21, 2028.</li> </ul> <p>The committee agrees with the changes. Federation of Classified Employee Holidays to be signed.</p>

<p>4. Review &amp; Discussion of Academic Calendars: 2025-26; 2026-27; 2027-28</p>	<p>All</p>	<p>55 minutes</p>	<p>The discussion begins with Draft Academic Calendars 2025-26. Changes to this draft calendar formatting were made based on the last recommendations from the 1/31/24 meeting.</p> <p>The question is raised - Does the academic calendar go out for constituent review or is approval from the committee? It is answered that approval comes from this committee.</p> <p>Changes to the 2025-26 academic calendar include updates where January 26, 2026, and January 27, 2026, were mistakenly marked as holidays in previous versions. These dates have been updated to indicate workdays.</p> <p>Because the winter session starts on Monday, January 5, 2026, AVC is open 1/20/26 consistent with previous years.</p> <p>There is a question regarding PD days - how was it decided which days are PD days? Who makes that determination is it the FPD committee? It is stated that August 15, 2025, is PD Day because the handbook lists it as PD. 8 days in January are noted as PD because they have historically been listed on those days.</p> <p>There has been conversation elsewhere that the number of required hours may have been reduced. It is stated that FPD is under the scope of academic affairs, and the change in required hours has come through Academic Affairs for consideration but we are not sure that the change is legal because hours are determined by the chancellor's office. It is on the to-do list of the Vice President of Academic Affairs to find out the hours required for FPD.</p>
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		<p>It is suggested that the FPD committee may also need to be involved with discussions surrounding FPD days. There may also be other parties who need to be involved. This committee does not want to delay approval by the board, High School Districts are also waiting for approval of the 2025-26 Academic Calendar. Committee discusses if they should amend this if it is just being held back due to the questions surrounding FPD, they feel holidays are acceptable, and that there are no changes to the start of the semesters or intersession, any changes would be to FPD.</p> <p>It is recommended to approve as is, allowing the Vice President of Academic Affairs to work on FPD days with the committee for the later calendars, focusing on approval of 2025-26 academic approval only will provide this to High Schools.</p> <p>There is further discussion in relation to FPD, winter intersession ends 2/7/2026, and the spring semester picks up the following Monday 2/9/2026, having this allows Faculty to have 1 week off in June between spring and summer semesters, should we decide to shift FPD to the week in between it would eat up the week between.</p> <p>It's stated that FPD is due before June, however, it may not be an official guide because FPD is done throughout the year. This is a general indication of the number of days required. It is meant to reflect requirements except for days specifically noted.</p> <p>The concern is raised that if we were to amend the calendar and have it approved and recommended to the President, it is not reasonable to amend it again. It would have to come back to us and back to the</p>
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		<p>President and back to the board to be able to amend it, this committee should focus on agreeing on a final copy before sending it to the President.</p> <p>Another issue surrounding PD days is that it seems to be cosmetic and ceremonial, no documents the committee is aware of say these days are binding. There are indications that you could complete the PD on the assigned day, but it is not required to do so.</p> <p>The Vice President of Academic Affairs recommends we keep this calendar based on historical practices and recognize the need for further discussion for future calendars surrounding cosmetic purposes and chancellor office reporting.</p> <p>The question is raised - Are we saying if we don't put FPD days on the calendar, that we can run afoul of the chancellor's office?</p> <p>It is stated that for the chancellor's office, there are instructional days, there are off-semester days where we are accountable for FPD, and winter intersession as FPD meets the requirements.</p> <p>There is a requirement to do and report FPD days that are designated. Removing these may mean we would not be in compliance.</p> <p>It's stated that as long as there is coherence that this is our recorded FPD then we should be in compliance.</p> <p>It is stated that the FPD committee submits requirements to the chancellor's office. 10 days have historically been on this calendar. We have to acknowledge that we have these days. Moving these days requires research, leaving doesn't.</p>
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		<p>We should probably leave these dates as they are.</p> <p>It is asked if the recommendation is for the draft 2025-26 Academic Calendar to be approved and sent to the President.</p> <p>There is further discussion regarding future years 2026-27 and 2027-28, and it is recommended to review starting on Wednesday in future calendars to allow for better participation and to bring activities to campus. Will need to plan a welcome day if we were to start on Wednesday.</p> <p>It is shared that the Friday Fall start is specified in the faculty contract and the FPD committee has the power to determine that date. It would have to be the Academic Senate to suggest a change to that start date.</p> <p>Understanding the topic of a Wednesday start is not to affect 2025-26, the committee votes on the 2025-26 Academic Calendar.</p> <p>Motion approved. Johnathan, second by Nichelle. All in favor.</p> <p>Motion passes 2025-26 calendar is approved.</p> <p>The committee discusses whether a roll call is needed for the vote. It is commented that because it is a participatory governance there is no need to take a roll in the vote.</p> <p>The committee discusses the 2026-27 Academic Calendar and possible changes to have a Wednesday start to facilitate planning for campus outreach and recruiting.</p> <p>The standard proposal for 2026-27, does not have a Wednesday start listed. It is recommended that the committee meets again in the Fall</p>
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			<p>can focus on review of a draft with a Wednesday start at that time.</p> <p>If moving the Fall start to Wednesday should consider moving the Spring start to Wednesday and start intersession on a Wednesday.</p> <p>There is not a 2026-27 drafted Academic Calendar with a staggered start on a Wednesday.</p> <p>The committee is not going to approved 2026-27, the committee would like to see 2 options for both 2026-27 and 2027-28, one with the conventional Friday start and another with a Wednesday start.</p> <p>Kyle is to bring calendars reflecting the Opening Day being moved up rather than out.</p>
5. Discussion of Future Meetings	All	5 minutes	<p>There is a discussion if a recurring meeting should be set for the committee for future meetings to be held once per month.</p> <p>Committee will need to review our schedules and work out dates and times that work best.</p> <p>It's recommended that beginning in Fall we schedule monthly and work accordingly.</p>

