

El Camino College  
Calendar Committee Meeting Minutes

Date: April 25, 2019

Time: 3:30-4:30pm

Location: Library 202

Present: Stacey Allen, Bridget Delahunt, Chris Gold, Chris Jeffries, Lillian Justice, Beverly Knapp, Art Leible, Marta Maaza, Alice Martinez, Ross Miyashiro, Lucy Nelson, Dipte Patel, Lavonne Plum, Jean Shankweiler, Greg Toya, Vladimir Vasquez

The meeting began at 3:33 p.m.

Review of the March 28, 2019 Meeting Minutes

1. Indigenous People's Day and Cesar Chavez Day - Page 1, #1: change 'and' to 'or': "...should be discussed together or designate both..."
2. July 2020 Calendar - Page 1, #3 correct: "July 3, 2020" to "July 2, 2020."
3. The meeting minutes were approved as amended.

2020 Summer School Calendar (July 4<sup>th</sup> issue)

1. The ECCE Classified Union unanimously voted to use Friday, June 19, 2020 as one of the eight Fridays off in the summer, instead of Thursday, July 2, 2020. Friday, July 3, 2020 is a holiday mandated by the Chancellor's Office. Friday, June 19, 202 is not a day of instruction. Thursday, July 2, 2020 is a day of instruction.
2. Discussed the faculty contract and Independence Day. The faculty contract states that if Independence Day falls on a Friday or Saturday, the preceding Thursday shall be observed (page 87).
3. ECCE would need to provide an MOU to take Thursday, June 19, 2020 off as one of the eight Fridays off during the summer.
4. A motion was made and seconded for the Calendar Committee to recommend to the Board that classified staff take off Friday, June 19, 2020 as one of the eight Fridays office in summer and faculty take off on Thursday July 2, 2020 (as per the faculty contract). The motion included legal consultation due to a conflict in labor contracts.
5. The motion passed – the majority in favor. One "no." No abstentions. Ross will place this recommendation on a Cabinet agenda.

Review of Flex Day Spring 2020

1. Winter session ends on February 6, 2020 and grades are due on February 12, 2020. To have time to turn in grades is the reason why flex day was moved to Thursday, February 13, 2020 and Friday, February 14, 2020, instead of Wednesday and Thursday.
2. Requesting June 19, 2020 off as part of the eight Fridays off for classified staff will not affect the counselor contract.

Review of Academic Calendar Year 2020-2021

1. Motion was made and seconded to approve the 2020-2021 calendar.
2. Discussion and Issues:
  - a. Expanding winter session to six weeks.

- i. The Math department would like to extend winter session by four days and have flex days on Fridays because they teach 5-unit classes.
    - ii. Chemistry would like a six-week winter 2020 session, pushing everything back and affecting the August 2021 calendar. Unsure how this will affect the August 2022 calendar.
  - b. Will seek legal counsel on the July 2, 2020 holiday issue: Classified staff requested having Friday, June 19, 2020 off and faculty off on Thursday, July 2, 2020. Taking off July 2 will not affect the number of days of instruction.
  - c. There would be a massive burden on ITS, Facilities, and Admissions & Records processing to take away the week between summer and fall.
3. Everyone should discuss these issues with their constituency groups. The 2020-21 calendar should be approved at the next meeting. We can move on to the 2021-22 calendar if the issues for 2020-21 are resolved.
4. Suggestion was made to have a draft of the 2022-2023 calendar for the next meeting.
5. Correction on the 2021-2022 Calendar: August 6, 2021 should be a day campus is closed.

It was recommended the Calendar Committee meet again on May 23 from 3:30-4:30pm.

The meeting adjourned at 4:31p.m.