

EL CAMINO COLLEGE  
El Camino College Calendar Committee  
Minutes  
September 25, 2017

Present: Debra Breckheimer, Mattie Eskridge, Chris Jeffries, Anam Khan, Marta Maaza, Alice Martinez, Ross Miyashiro, William Mulrooney, Dipte Patel, Barbara Perez, Lavonne Plum, Jean Shankweiler, Mari Baquir (for Gregory Toya), Will Warren

Excused: Stacy Allen, Vince Palacios, Gregory Toya (represented by Mari Baquir), Jose Villalobos

A scheduled meeting of the El Camino College Calendar Committee convened at 2:00pm in Communications 109.

Agenda Adjustment

Dr. Shankweiler requested to add Item D to today's agenda to entertain discussion to amend the Board approved 2018 summer session. The item was added with consensus from the Calendar Committee.

Membership Roster

Introductions were made by those in attendance representing the AFT, Associated Students, Confidential, ECCE, ECC Management, and VP Compton Center. Academic Senate representatives and Compton Center faculty member were unable to attend today's meeting.

Discussion – 2018 Summer Calendar

Dr. Shankweiler opened discussion regarding the Board approved 2018 Summer Calendar. The 2018 summer calendar is currently approved for the following dates:

- Six-Week session: June 18 through July 26, 2018 – 23 days
- Eight-Week Session: June 18 through August 9, 2018 – 31 days

Torrance High Schools, and this past year Redondo Beach high school, did not graduate their high school students until the end of El Camino's Six-Week summer session, which ended July 27. The committee's desire for re-visiting the 2018 Summer Calendar is to adjust the summer calendar to include two, six-weeks for summer 2018 in order to allow an opportunity for possible summer enrollment at El Camino College. Redondo Beach and Torrance graduations are both scheduled June 20.

Discussion continued regarding the development of a second, six-week session. Typically, there are 23 or 24 days in the six-weeks summer session. Barbara Perez explained the process for arriving at the 23 or 24 days using the Attendance Accounting

formula for the number of class meetings during the four-day summer session. Classes usually meet four days a week, but there may be exceptions with PE and Nursing.

The Calendar Committee recommended the following for the second, six-week session for Summer 2018:

June 25 through August 2 (six weeks – 23 days), **or**  
July 9 through August 9 (five weeks – 20 days)

The summer session would then have one-five-week, one-six week, and one-eight week session. Because there was no representation from the Academic Senate or Compton, it was agreed to postpone voting on the above second, six weeks session (five weeks or six weeks) until the full committee is present at the next scheduled meeting. The Calendar committee will vote on this at the next scheduled meeting.

Alice Martinez recommended started on July 2 for the second six-week session. This would provide some downtime for students before the start of the summer session. She further explained she preferred having a six-week session with 24 days, rather than 23 and requested the committee considered adding the one additional day back into the summer session. Robin Dreizler will be asked to reach out to the high schools to get their opinion regarding this starting time.

#### 2018/2019 Draft School Year Calendar with Winter Intersession Dates

The Calendar Committee discussed the proposed 2018/2019 school calendar:

- Summer Session for 2018 would end August 9
- Fall Semester - 2018
  - Flex Days – August 23 and 24
  - Weekend classes begin – August 25
  - Weekday classes begin – August 27
  - Fall semester ends – December 14
  - Calendar to be adjusted to enclose December 26, 27, and 28 – campus closed
  - Winter Break – December 24 through January 1
- Winter Session – 2019
  - Winter Session– January 3 through February 5 (23 days)
- Spring Semester - 2019
  - February 6 and 7 Flex days. Mandatory Flex for faculty is on Wednesday only – February 6 – three hours in the morning
  - February 8 – Lincoln Holiday. Recommend this date be moved to February 15. The Calendar committee will vote on moving this day at the next scheduled meeting.
  - Weekend classes begin – February 9
  - Spring Semester classes begin February 11 through June 7

## 2019/2020 Draft School Year Calendar with Winter Intersession Dates

- Summer Session for 2019 would end August 8
- Fall Semester – 2019
  - Flex Days – August 22 and 23
  - Weekend classes begin – August 24
  - Weekday classes begin – August 26
  - Fall semester ends – December 13
  - Winter Break – December 24 through January 1
- Winter Session – 2020
  - January 6 through February 6. Recommend extending to February 7. The Calendar Committee will vote on moving this day at the next scheduled meeting.
- Spring Semester – 2020
  - February 12 and 13 Flex days. Mandatory Flex for faculty is on Wednesday February 12 – three hours in the morning.
  - February 14 (Lincoln’s day) and February 17 (Washington’s Day) – four-day weekend
  - Weekend classes begin February 15
  - Weekday classes begin February 18 through June 12

### Next Scheduled Meeting

The Calendar Committee will meet again Monday, October 23, 2017, 3:30pm – 4:30pm.

### Adjournment

The meeting adjourned at 3:00pm

### Proposed Agenda

1. Approve Revised summer session for Summer 2018
2. Spring Semester 2019- Move Lincoln’s Holiday from February 8 to February 15
3. Winter Session 2020 – Extend Winter Session from February 6 to February 7 (24 days)