Academic Calendar Preparation

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President, IVC Academic Senate

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District Academic Calendar Committee

- All Governance Groups Represented
  - Chair, Vice Chancellor, Technology & Learning Services
  - Academic Senate Presidents
  - Faculty representatives
  - Faculty Association President
  - Student representatives
  - College Administration representatives
  - Classified Senate representatives
  - A&R, and District IT representatives (non-voting)
  - California School Employees Association
  - Vice Chancellor, Human Resources (non-voting)
Saddleback College
Academic Calendar Committee

• 1 Faculty per Division
  • Additional representation from classified & admin

• Responsible for drafting calendar based on state & local requirements
  • Holidays
  • 173 Instructional Days
  • Flex Days
IVC Calendar Committee

• Members:
  • IVC representatives to the District-wide Calendar Committee

• Process:
  • Confer with their respective governance groups and IVC strategic planning committees
  • Arrive at consensus among governance groups in Strategic Planning and Accreditation Council (SPAC)
Calendar Parameters: Both Colleges Agree

- Balance the number of class days:
  - Each day M-T-W-Th-F-(S)
    - If there is a problem with Saturday-only, it can be fixed by altering time blocks
  - The 2 semesters should be as close as possible to the same length
  - Enough time for the amount of summer sessions as recommended by the VPIs
Saddleback College
Academic Calendar Committee

• Instructional & Other Needs
  • Programs
  • Equipment Refresh
  • Faculty Prep Time
  • Needs of A&R & Counseling
• Recommend to Academic Senate
  • Review & Revise
  • Recommend to District Academic Calendar Committee
Calendar Parameters
IVC-Specific Concerns

• Time for a winter or “inter-” session at least for short courses, e.g.
  • Counseling courses for student success
  • Possible field trips or other intense courses in which students are expected to focus on only one course (lab, language, etc.)
  • Time for A &R to ensure records are current for enrollment
  • Time for IT & Facilities to refresh
Questions?

• Yes
• No
• We’ll look into that
• It is in the 10+1