

Calendar Planning Committee

Minutes, November 9, 2012

Meeting called to order by L. Magarity at 11 am.

Brief introductions by committee members; Dr. Peel to attend subsequent meetings

Election of chair: Dr. Magarity

Discussion included:

- overlap between end of summer B and fall startup,
- insufficient number of Mondays,
- start date—problem for both faculty and student services and payroll,
- possible inclusion of Professional Development time for Staff and Student Services
- last day for degree seeking students time period too short,
- first day of classes falling on a Monday difficult for students and student services when the college is closed on Sunday,
- long final exam periods for summer sessions and longer summer sessions
- holiday requirements (discussion of inclusion of Veteran's Day, now in COP)
- one day of professional duty at Lee, remainder on individual campuses

Suggestions:

- Work on calendar with start date of August 26 or August 27
- Research published calendars of other Florida public institutions (Tatiana Arzivian, James Daniels, Lisa Magarity to collect), Lisa Magarity to send out to committee
- Shorten final exam period to allow for an additional Monday in fall to account for Labor Day and Veteran's Day

Assignments:

- Everyone will work on a start date of August 26 or August 27 for 2013

Next meeting Friday, November 16 at 11 am.