

CALENDAR COMMITTEE MEETING MINUTES

January 29, 2021

Microsoft Teams – Virtual Meeting

Vernon Campus and Century City Center

Member	Vernon College Position	Present	Not Present
Dr. Lisa Crandall	Vice President of Instructional Services, Chair	X	
Shana Drury	Dean of Instructional Services, Co-Chair	X	
Sharon Dennis	Admissions and Records		X
Jesse Dominguez	Director of Housing	X	
Melissa Elliott	Director of Financial Aid		X
Greg Fowler	Division Chair Behavioral & Social Sciences, Criminal Justice Instructor	X	
Gregg Chesterman	Student Success Specialist	X	
Linda Haney	Administrative Assistant, Vice President of Instruction – Century City Center	X	
Kristin Harris	Dean of Student Services	X	
Mark Holcomb	Division Chair Industrial and Information Technology, Industrial Automation Instructor	X	
Joe Johnston	Division Chair Communications, English Instructor	X	
Christie Lehman	Student Billing Accountant		X
Chris Kirby	Faculty – Mathematics Instructor	X	
Dr. James Nordone	Vice President of Student Services/Admissions and Financial Aid		X
Anne Patterson	Coordinator of Community and Recreational Services – Vernon	X	
Amanda Raines	Director of Admissions and Records	X	
Dr. Mary Rivard	Director of Associate Degree Nursing	X	
Dr. Betha Rutledge	Faculty – Associate Degree Nursing	X	
Maria Servin	Assistant Registrar		X
Dr. Marissa Underhill	Faculty – Sociology Instructor	X	
Michelle White	Administrative Assistant, Vice President of Instruction		X
Paula Whitman	Division Chair Mathematics and Sciences, Mathematics Instructor	X	

Jack Williams	Faculty – Drama/Speech Instructor	X	
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Dr. Elizabeth Crandall called the meeting to order at 10:00am and thanked everyone for attending. Shana Drury emailed the committee the proposed 2021-2022 and proposed 2022-2023 calendar. Dr. Crandall asked Dr. Rivard which days nurses would be available to participate in Sports Day. Dr. Rivard stated that nurses would not be in clinical during the week of October 11 or October 25. Shana Drury mentioned that finals for Fall I are listed as the 12th and 13th. Paula Whitman asked if finals could be moved to the 13th and 14th. Betha Rutledge asked if it would be an option to move it to September. Paula Whitman asked about September 28 and, Criquett Scott mentioned that the Vernon College Rodeo is the end of that week. Dr. Crandall asked the present faculty how having Sports Day the day before finals would affect their 8-week courses. Jack Williams stated that all of his courses were 16-week, he really did not have any input to offer the committee. Marissa Underhill stated the same thing; her courses were 16-week courses so it would not affect her students. However, she did see how it could be a problem for some faculty/students. Betha Rutledge asked how many students would be enrolled in Fall I and Fall II., how many students would be affected. Gregg Fowler stated that his division was all 16-week courses. Shana Drury stated that in Career and Technical Education many of her programs are on an 8-week schedule. Betha Rutledge asked if it would be scheduled until 12:00pm, Shana Drury stated that Sports Day had activities until 3pm usually. Jack Williams asked about the week of September 20. Dr. Crandall stated that would be a clinical week for the nursing students. Gregg Chesterman asked if we could have it on Thursday October 14 after finals. Shana Drury stated that the Fall I students would not technically be enrolled anymore. Paula Whitman stated that some labs are only on Thursdays and having Sports Day and Thanksgiving take 2 weeks away from a Fall 16 week courses. Mark Holcomb agreed that a Thursday would take 2 weeks from his programs that only have Thursday classes. Shana Drury reminded the committee that Tuesday and Wednesday are the only days Volleyball would not be using the gym. Paula Whitman stated again that Sports Day should not be on the same day of the week as holidays. Shana Drury stated that October 26 or September 21 would be the most likely dates. Dr. Crandall stated that September would be difficult due to the timing of the college rodeo. Gregg Fowler suggested October 26. Paula Whitman asked again about October 12. Dr. Crandall stated that the finals were currently scheduled for the 12th and 13th. Amanda Raines stated that finals could be moved to the 13th and 14th and have Sports Day on the 12th the day before finals. Paula Whitman asked Mark Holcomb if it mattered to his programs if it was the day before finals. Mark stated that he did not think his faculty would have a problem with moving finals. The final suggestion from Dr. Crandall was to move finals back to the 13th and 14th and have Sports Day October 12. Paula Whitman agreed and Amanda Raines stated that was fine with admissions.

Dr. Crandall asked if there were any other discussion of dates. Hearing none, Dr. Crandall asked the committee for a vote and the committee voted to send the proposed 2021-2022 calendar to the board for the final vote.

Dr. Crandall stated the same change may need to be made for the 2022-2023 calendar. There being no further business, Dr. Crandall adjourned the meeting.

PROPOSED COLLEGE CALENDAR 2021-2022

August 16	Faculty/Staff Development
August 23	Classes begin – Fall 16 & Fall I
September 6	Labor Day Holiday
October 12	VC Sports Day (evening classes will be held)
October 13-14	Final Exams – Fall I
October 18	Classes begin – Fall II
November 24-27	Thanksgiving Holiday
December 4, 6-9	Final Exams – Fall 16 & Fall II
December 10-December 31	December Mini-term
December 11	Graduation (No Ceremony)
December 18-January 2	Christmas Break
January 10	Faculty/Staff Development
January 17	Martin Luther King Holiday
January 18	Classes begin – Spring 16 & Spring I
March 9-10	Final Exams – Spring I
March 14-18	Spring Break
March 21	Classes begin – Spring II
April 15-16	Easter Holiday
May 7, 9-12	Final Exams – Spring 16 & Spring II
May 14	Commencement, Wilbarger Auditorium, Vernon, TX
May 30	Memorial Day Holiday
May 31	Classes begin – Summer & Summer I
June 29-30	Final Exams – Summer I
July 4	Independence Day Holiday
July 5	Classes begin – Summer II
August 3-4	Final Exams – Summer & Summer II
August 6	Graduation (No Ceremony)