

CALENDAR COMMITTEE MEETING MINUTES

January 24, 2022

Microsoft Teams – Virtual Meeting

Vernon Campus and Century City Center

<b>Member</b>	<b>Vernon College Position</b>	<b>Present</b>	<b>Not Present</b>
Harli Adams	Administrative Assistant, Vice President of Instruction	X	
Jeanne Ballard	Director of Financial Aid	X	
Gregg Chesterman	Student Success Specialist	X	
Dr. Lisa Crandall	Vice President of Instructional Services, Chair	X	
Jesse Dominguez	Director of Housing		X
Shana Drury	Dean of Instructional Services, Co-Chair	X	
Greg Fowler	Division Chair Behavioral & Social Sciences, Criminal Justice Instructor	X	
Linda Haney	Administrative Assistant, Vice President of Instruction – Century City Center	X	
Kristin Harris	Dean of Student Services		X
Dr. Mark Holcomb	Division Chair Industrial and Information Technology, Industrial Automation Instructor	X	
Joe Johnston	Division Chair Communications, English Instructor	X	
Chris Kirby	Faculty – Mathematics Instructor	X	
Christie Lehman	Student Billing Accountant	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	
Paula Whitman	Division Chair Mathematics and Sciences, Mathematics Instructor	X	
Jack Williams	Faculty – Drama/Speech Instructor	X	

Dr. Elizabeth Crandall called the meeting to order at 4:00 pm and thanked everyone for attending. Dr. Elizabeth Crandall emailed the committee two proposed 2022-2023 calendars.

- Draft A is the “normal” calendar, with attendance the first two days of Thanksgiving week.
- Draft B is a proposal that would give us the whole week of Thanksgiving off. This requires us to make up those two days of classes either at the beginning or the end of the semester. This draft proposes those at the beginning, with the assumption that no one wants to stay later in December.

2022-2023 Draft A		2022-2023 Draft B	
August 15	All College Professional	August 12	All College Professional
Development		Development	
August 22	Classes begin – Fall 16 & Fall I	August 15	Faculty Development
September 5	Labor Day Holiday	August 17	Classes begin – Fall 16 & Fall I
October 10-11	Final Exams – Fall I	September 5	Labor Day Holiday
October 13	Classes begin – Fall II	October 5-6	Final Exams – Fall I
October 25 or 26	VC Sports Day (evening classes	October 11	Classes begin – Fall II
will be held)		October 25 or 26	VC Sports Day (evening classes
November 23-26	Thanksgiving Holiday	will be held)	
December 3, 5-8	Final Exams – Fall 16 & Fall II	November 21-25	Thanksgiving Holiday
December 10	Graduation (No	December 3, 5-8	Final Exams – Fall 16 & Fall II
Ceremony)		December 10	Graduation (No
December 12-December 30	December Mini-term	Ceremony)	
December 17-January 3	Christmas Break	December 12-December 30	December Mini-term
January 9	All College Professional	December 17-January 3	Christmas Break
Development		January 9	All College Professional
January 16	Martin Luther King Holiday	Development	
January 17	Classes begin – Spring 16 &	January 16	Martin Luther King Holiday
Spring I		January 17	Classes begin – Spring 16 &
March 8-9	Final Exams – Spring I	Spring I	
March 13-17	Spring Break	March 8-9	Final Exams – Spring I
March 20	Classes begin – Spring II	March 13-17	Spring Break
April 7-8	Easter Holiday	March 20	Classes begin – Spring II
May 6, 8-11	Final Exams – Spring	April 7-8	Easter Holiday
16 & Spring II		May 6, 8-11	Final Exams – Spring
May 13	Commencement, Wilbarger	16 & Spring II	
Auditorium, Vernon, TX		May 13	Commencement, Wilbarger
May 29	Memorial Day Holiday	Auditorium, Vernon, TX	
May 30	Classes begin – Summer &	May 29	Memorial Day Holiday
Summer I		May 30	Classes begin – Summer &
June 19	Juneteenth Holiday	Summer I	
June 28-29	Final Exams – Summer I	June 19	Juneteenth Holiday
July 3	Classes begin –	June 28-29	Final Exams – Summer I
Summer II		July 3	Classes begin –
July 4	Independence Day	Summer II	
Holiday		July 4	Independence Day
August 2-3	Final Exams – Summer &	Holiday	
Summer II		August 2-3	Final Exams – Summer &
August 5	Graduation (No Ceremony)	Summer II	
		August 5	Graduation (No Ceremony)

Dr. Crandall asked if there were any discussions of dates. Sports Day was discussed and it was decided that having it on a Tuesday would be better than a Wednesday. Therefore, Sports Day will be on October 25<sup>th</sup>. Dr. Crandall also brought up the discussion of Draft B and taking all of

## PROPOSED COLLEGE CALENDAR 2022-2023

the Thanksgiving break off. Dr. Crandall did some research on several 2-year and 4-year colleges and their times off during their holidays. Very few take the whole week off.

Dr. Marissa Underhill investigated the ISD schedules around the colleges in Dr. Crandall's research. Those colleges did not take the whole week of Thanksgiving off, even when the ISDs did.

Greg Fowler stated that Draft B would be detrimental to the college enrollment of dual credit students. Joe Johnston agreed. If we chose Draft B, high school and college would start on the same day. Registration would occur before the ISDs first class day. ISD Counselors would not be able to register students while still on summer break.

Dr. Crandall mentioned that dual credit is one-quarter to one-third of our students in the fall semester and if we did not have those students it would be detrimental.

Jeanne Ballard and Christie Lehman both stated that Draft B would push Financial Aid and the Business Office a little harder and into a time crunch.

Further discussion ensued about Draft B.

After discussion, three more days were added to the December Mini term to have a full four weeks. December Mini finals were moved to January 5<sup>th</sup>, with grades due January 6<sup>th</sup>.

Hearing no other discussion, Dr. Crandall asked the committee for a vote and the committee voted to send the proposed 2022-2023 calendar to the board for the final vote. The committee took a vote.

10 votes for Draft A were placed

5 votes for Draft B were placed.

2 abstentions.

There being no further business, Dr. Crandall adjourned the meeting at 4:52 pm.

### Proposed College Calendar 2022-2023

August 15	All College Professional Development
August 22	Classes begin – Fall 16 & Fall I
September 5	Labor Day Holiday
October 10-11	Final Exams – Fall I
October 13	Classes begin – Fall II
October 25	VC Sports Day (evening classes will be held)

November 23-26	Thanksgiving Holiday
December 3, 5-8	Final Exams – Fall 16 & Fall II
December 10	Graduation (No Ceremony)
December 12-January 4	December Mini-term
January 5	December Mini Finals
December 17-January 2	Christmas Break
January 9	All College Professional Development
January 16	Martin Luther King Holiday
January 17	Classes begin – Spring 16 & Spring I
March 8-9	Final Exams – Spring I
March 13-17	Spring Break
March 20	Classes begin – Spring II
April 7-8	Easter Holiday
May 6, 8-11	Final Exams – Spring 16 & Spring II
May 13	Commencement
May 29	Memorial Day Holiday
May 30	Classes begin – Summer & Summer I
June 19	Juneteenth Holiday
June 28-29	Final Exams – Summer I
July 3	Classes begin – Summer II
July 4	Independence Day Holiday
August 2-3	Final Exams – Summer & Summer II
August 5	Graduation (No Ceremony)