

CALENDAR COMMITTEE MEETING MINUTES

February 4, 2011

Interactive Video Classrooms

Vernon Campus and Century City Campus

Agenda

- I. Review 2010-2011 Academic Calendar
- II. Review THECB Common Calendar, MSU calendar, and area ISD calendars
- III. Develop 2011-2012 Academic Calendar

Minutes

Members present: Gary Don Harkey (Co-Chair), Joe Hite (Co-Chair), Linda Haney, Rita Lee, Darlene Kajs, Christie Lehman, Shana Munson, Karen Gragg, Sjhontont Fanner, Melissa Elliot, Kristin Harris, Clara Garza, Mary Floyd, Barbara Jinks, and Michelle Downes.

Members not present: Greg Fowler, Joe Johnston, Mark Holcomb, Cathy Bolton, Dina Neal, and Kim Bateman

Dr. Harkey called the meeting to order and thanked everyone for attending. Dr. Harkey presented a proposed 2011-2012 calendar and explained the rationale behind it. He noted that there was very little “wobble room” due to the mandated common calendar from the THECB. Several faculty noted that the 2010-2011 calendar allowed virtually no time between the end of the Summer II term and the beginning of the Fall Faculty/Staff Development week. Dr. Harkey explained how the proposed dates were selected with consideration of the THECB common calendar. The THECB common calendar has the first day of classes beginning no earlier than August 22 for Fall 2011, January 17, for Spring 2012 and June 4 for Summer 2012. Spring Break was set for March 12th through the 18th to coincide with the area Independent School Districts. Looking ahead to Fall 2012, the first day classes may begin will be August 27th (THECB– Texas Common Calendar).

Possibility of changing “on-site registration” to “late registration” or “final registration” was discussed. Also if you have applied to Vernon College and have a trial schedule but were purged for non-payment the possibility of a “re-register” was also discussed. Also discussed was why Sports Day is on a Thursday. The answer is trying to balance holidays so that they aren’t all on MWF classes or TR classes. Monday Labor Day (1 hour class) and Wednesday and Friday of Thanksgiving (2 hour class) and then Thursday of Thanksgiving (1.5 hour class) and Thursday Sports Day (1.5 hour class).

Based on faculty input, final exam schedules changed a bit to make it easier on both students and faculty. For Fall, finals will start on Saturday, December 3rd and continue on Monday, December 5th through Thursday, December 8th. MWF classes will test on Monday or Wednesday and TR classes will test on Tuesday or Thursday. Self-contained programs will not be affected by this change. Barbara Jinks also proposed that more time be given between the end of Final Exams and the date for grades to be turned in. Joe Hite responded that that could easily be done in the Fall semester but that in order to accomplish this in the Spring, diplomas could not be given out at graduation but would have to be mailed instead. It was noted that many institutions mail diplomas and Barbara Jinks made the motion that grades be due the

Monday following Final Exam week. Karen Gragg seconded and motion carried. Fall final grades are due by Monday, December 12th. Spring finals schedule will begin Saturday, May 5th and continue through Thursday, May 10th. No diplomas will be given out at graduation - they will be mailed out. Grades are due Monday after graduation (May 14th). Additionally, with grades not being submitted until after graduation, there will be no honors announcements at graduation. Instead, honors will be reflected on the diploma and transcript and will continue to be provided to the students home newspaper.

Faculty development is always the Friday after finals, this year fall faculty development, Friday, December 9th and spring faculty development, Friday, May 11th.

A motion was made and seconded to approve the 2011-2012 calendar with the first class date for the Fall semester being August 22nd. Motion approved.

There being no further business, the meeting was adjourned at 8:50 am.