

Seeking Representatives for Academic Calendar Task Force (ACEFA)

Dorene Novotny

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To: Karen Chow <chowkaren@fhda.edu>; Isaac Escoto <escotoisaac@fhda.edu>; Mike Mohebbi <mohebbimike@fhda.edu>; Heidi King <kingheidi@fhda.edu>; Paula Norsell <norsellpaula@fhda.edu>

Cc: Hyon Chu Yi-Baker <yibakerhyonchu@fhda.edu>; Daphne Small <smalldaphne@fhda.edu>; Kathy Perino <perinokathy@fhda.edu>; Christina Espinosa-Pieb <espinosapiebchristina@fhda.edu>; Joe Moreau <MoreauJoseph@fhda.edu>; Judy Miner <minerjudy@fhda.edu>; Susan Cheu <cheususan@fhda.edu>; Thuy Nguyen <nguyenthuy@fhda.edu>

Dear Senate Colleagues,

During the latter part of last year, as we were identifying solutions for the impending budget adjustments we needed to make, several people asked the question, “Would the District and our Students benefit from adopting a different academic calendar (such as a Semester, Compressed, and/or Flexible schedule...)?” We didn’t know the answer then, and still don’t, but want to explore the question further as we continue to address ongoing changes in our students, faculty and staff, enrollment, and funding sources.

With that, the Chancellor has asked that we establish an Academic Calendar Exploration and Feasibility Analysis Task Force (“ACEFA”) to discuss the parameters, challenges, benefits, pitfalls, rewards, and opportunities that may result from a change in our Academic Calendar and provide a recommendation. We are seeking representatives from across the District who will serve as the core ACEFA Task Force and who can take on the task of providing input into planning this review process, reaching out to constituents, collecting feedback, reporting back to ACEFA, and assisting to prepare a final report. We expect the conversations and subsequent analysis will require most of this year to conclude, with a final report and recommendations presented to Chancellor Miner for consideration by June 2020. See DRAFT Timeline below.

Please identify your representatives as follows. The list of meeting dates for Fall Quarter 2019 is also included below. Representatives would be expected to attend all meetings.

Thank you in advance for your assistance. Please let us know as soon as possible so we can share upcoming information for the first meeting.

Sincerely,
Dorene Novotny and Kathy Perino
Co-facilitators

p.s. Hyon Chu and Daphne, can you please forward to/discuss with the appropriate Student Government member(s)?

Representatives

<i>Core ACEFA Members</i>	Number	Names
Facilitators	2	Dorene Novotny and Kathy Perino
DA Administrators	2	Lorrie Ranck and Rob Mieso
FH Administrators	2	Kristy Lisle and Kurt Hweg
Academic Senate/Faculty	4	as appointed (2 from each campus?)
Classified Senate/Classified	2	as appointed
Students	2	as appointed
<i>Advisory (Attendance as Needed)</i>		
In-house Expertise		Elias Regalado
Admissions/Enrollment Services		Nazy Galoyan and Anthony Cervantes
Institutional Research		David Ulate

Financial Aid		Kevin Harral and Lisa Mandy
Marketing and Community Relations		Marisa Spatafore and Simon Pennington
Articulation		TBD
Other		TBD

Meeting Dates – Fall 2019

DATE	TIME	LOCATION
Wednesday, October 30, 2019	1:00-3:00	FH - tbd
Wednesday, November 13, 2019	1:00-3:00	DA – tbd
Wednesday, December 4, 2019	1:00-3:00	FH – tbd

Meeting Dates – Winter and Spring 2020

TBD, but most likely on Wednesday afternoons

DRAFT Overall Timeline

Fall Quarter 2019

- Convene ACEFA
- Define the problem(s) we are trying to solve
- Identify additional components to be considered in this process
- Establish timeline, communication schedules, evaluation criteria
- Educate ourselves on the parameters of various schedules e.g., compressed, flexible, semester, etc.
- Initiate conversations with the broader district community

Winter Quarter 2020

- ACEFA continues
- Focus groups and community conversations
- Collect “lessons learned” from other districts

Spring Quarter 2020

- ACEFA continues
- Conclude constituency discussions
- Conduct analysis
- Prepare report with recommendations