

# GUAM COMMUNITY COLLEGE

## Calendar Committee

Wednesday, October 29, 2008

02:45 PM

Room 501

### 1) Call to Order: 3:00 pm

Attendance:

Name	E-mail	Present	Absent
Katherine Salzer	katherine.salzer@guamcc.edu	x	
Christopher Dennis	christopher.dennis@guamcc.edu	x	
Erwin Tudela	erwin.tudela@guamcc.edu	x	

### 2) Approval of Prior Minutes: Erwin moved to approve 09-24 minutes. Katherine seconded. No objections. Motion carried.

3) **Old Business:** A. 5-year Academic Calendar- Erwin's electronic vote to approve was recorded. Calendar forwarded to Curriculum/Senate for review and to Pres.

B. Employee Calendar: Committee discussed issues concerning calendar. Erwin will post calendar on campus bulletin boards for the months of November & December.

4) **New Business:** None

5) **Open Discussion:** None

6) **Agenda Items for Next meeting:** Working session for 2013-2014 Calendar

7) **Next Meeting:** November 12, 2008 at 2:45 pm

8) **Adjournment:** Erwin moved to adjourn. Adjourned at 3:55 pm

# GUAM COMMUNITY COLLEGE

## Calendar Committee

Wednesday, September 24, 2008

02:45 PM

President's Conference Room

### 1) Call to Order: 3:00 pm

Attendance:

Name	E-mail	Present	Absent
Patrick Clymer	patrick.clymer@guamcc.edu	x	
Katherine Salzer	katherine.salzer@guamcc.edu	x	
Christopher Dennis	christopher.dennis@guamcc.edu	x	
Michelle Santos	michelle.santos@guamcc.edu	x	
Reilly Ridgell	reilly.ridgell@guamcc.edu	x	

### 2) Approval of Prior Minutes:

- A. Approval of September 8, 08 minutes; moved on and unanimously approved without corrections.
- B. Recorder: Chris Dennis

### 3) Old Business:

- A. 5-Year Academic Calendar
  - a. Corrections
    - i. Note #2 will be changed to “Summer 60 hour classes or those meeting once a week require prior approval from Dean”
    - ii. Note #3 will be removed.
    - iii. Notation “except Saturday classes” will be removed for Summer term.
    - iv. Michelle moved to approve calendar as corrected. Patrick seconded. No objections. Calendar will be sent to absent member for electronic vote.  
(Note: Erwin voted electronically to approve calendar.)
  - B. Employee Calendar
    - A. Katherine updated calendar and gave access information to members.
    - E. Michelle moved to turn over responsibility of Student Calendar to COPSA. Patrick Seconded. No objections. Motion Carried.

### 4) New Business: None

### 5) Open Discussion: None

### 6) Agenda Items for Next meeting: None

### 7) Next Meeting: None

### 8) Adjournment: Patrick moved to adjourn. Adjourned at 4:10 pm

