

**SHORELINE COMMUNITY COLLEGE  
DISTRICT NUMBER SEVEN  
BOARD OF TRUSTEES  
REGULAR MEETING OF FEBRUARY 26, 2014**

**TAB 1**

**ACTION**

**Subject: Approval of College Calendars (Academic Years: 2015-2016; 2016-2017)**

**Background**

According to Board Policy #6000 the College Calendar for the ensuing year is submitted to the Board of Trustees not later than the February Board meeting.

The following recommendations by the Joint Union Management Committee (JU/MC) were used to develop the 2015–2016 and 2016-2017 academic calendars:

1. Continued adherence to Policy 6000
2. Start Fall quarter in September
3. Each quarter of the academic calendar year should contain 49 or 50 instructional days, with equal numbers of instructional days for each day of the week, e.g. equal numbers of Mondays, Tuesdays, Wednesdays, etc.
4. Have a full week of instruction following Thanksgiving
5. Prep day
6. Three final exam days in the same week
7. Monday quarter start dates are preferred.

The Calendar Committee representation consisted of: (1) Chairperson/Administrative staff; (2) Classified staff; and (6) Faculty. The Chair is a voting member. The committee developed and constructed the 2015–2016 and 2016–2017 calendars using the above recommendations. The two completed calendars have been approved by the JU/MC and are attached for the Board's consideration.

**Recommendation**

It is recommended that the proposed permanent 2015–2016 and the tentative 2016–2017 College Calendars be approved by the Board of Trustees.

Prepared by: Chris Melton  
Registrar – Enrollment Services  
Shoreline Community College  
February 06, 2014

# SHORELINE COMMUNITY COLLEGE DISTRICT NUMBER SEVEN 2015-2016 CALENDAR

(This calendar is not official until approved by the College Board of Trustees)

**KEY**

- Shaded areas = Instructional Days
- Boxed, bold, italic numbers = Holidays
- ( ) Faculty Prep Days
- <> Exam Days
- Grades Due
- [ ] First/Last Day Instruction
- \_\_\_ FT Faculty Contract Days

FALL QTR 2015	
INSTR	50
FAC/PREP	1
EXAMS	3
TOTAL	54

WINTER QTR 2016	
INSTR	49
FAC/PREP	1
EXAMS	3
TOTAL	53

SPRING QTR 2016	
INSTR	50
FAC/PREP	1
EXAMS	3
TOTAL	54

SUMMER QTR 2016	
INSTR	31
FAC/PREP	0
EXAMS	**
TOTAL	31

Additional undesignated FT faculty days = 6 (excluding summer quarter)

**SEPTEMBER 2015**

S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**MARCH**

S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

10/7 to 11/4 Drops show as W  
After 11/4 Drops show as Z, NC or V  
10/27 Last day for P/NC option

FALL QUARTER	
9/7	Labor Day (campus closed)
9/16	Opening Week Begins
9/23	Instruction Begins
11/11	Veterans' Day (campus closed)
11/26 & 27	Thanksgiving (campus closed)
12/4	Instruction Ends
12/7	Prep Day
12/8, 9 & 10	Exams
12/15	Grades Due
12/25	Christmas (campus closed)

**OCTOBER**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**APRIL**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1/19 to 2/17 Drops show as W  
After 2/17 Drops show as Z, NC, or V  
2/8 Last day for P/NC option

WINTER QUARTER	
1/1	New Year's (campus closed)
1/4	Instruction Begins
1/18	M. L. King Jr. Day (campus closed)
2/15	Presidents' Day (campus closed)
3/14	Instruction Ends
3/15	Prep Day
3/16, 17 & 18	Exams
3/22	Grades Due

**NOVEMBER**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**MAY**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

4/11 to 5/9 Drops show as W  
After 5/9 Drops show as Z, NC or V  
4/29 Last day for P/NC option

SPRING QUARTER	
3/28	Instruction Begins
5/30	Memorial Day (campus closed)
6/5	Commencement
6/6	Instruction Ends
6/7	Prep Day
6/8, 9 & 10	Exams
6/14	Grades Due

**DECEMBER**

S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**JUNE**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

6/29 - 7/21 Drops show as W  
After 7/21 Drops show as Z, NC, or V  
7/14 Last day P/NC option

SUMMER QUARTER	
6/20	Instruction Begins
7/4	Fourth of July (campus closed)
8/11	Instruction Ends (Exams on last day of class)
8/16	Grades Due

**JANUARY 2016**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**JULY**

S	M	T	W	T	F	S
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**FEBRUARY**

S	M	T	W	T	F	S
			1	2	3	4
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

**AUGUST**

S	M	T	W	T	F	S
			1	2	3	4
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

# SHORELINE COMMUNITY COLLEGE DISTRICT NUMBER SEVEN TENTATIVE 2016-2017 CALENDAR

(This calendar is not official until approved by the College Board of Trustees)

**KEY**

- Shaded areas = Instructional Days
- Boxed, bold, italic numbers = Holidays
- ( ) Faculty Prep Days
- <> Exam Days
- Grades Due
- [ ] First/Last Day Instruction
- \_\_\_ FT Faculty Contract Days

FALL QTR 2016	
INSTR	50
FAC/PREP	1
EXAMS	3
TOTAL	54

WINTER QTR 2017	
INSTR	49
FAC/PREP	1
EXAMS	3
TOTAL	53

SPRING QTR 2017	
INSTR	50
FAC/PREP	1
EXAMS	3
TOTAL	54

SUMMER QTR 2017	
INSTR	31
FAC/PREP	0
EXAMS	**
TOTAL	31

Additional undesignated FT faculty days = 6 (excluding summer quarter)

**SEPTEMBER 2016**

S	M	T	W	T	F	S
					1	2 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**MARCH**

S	M	T	W	T	F	S
				1	2	3 4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

10/5 to 11/8 Drops show as W  
After 11/8 Drops show as Z, NC, or V  
10/25 Last day for P/NC option

**FALL QUARTER**

- 9/5 Labor Day (campus closed)
- 9/14 Opening Week Begins
- 9/21 Instruction Begins
- 11/11 Veterans' Day (campus closed)
- 11/24 & 25 Thanksgiving (campus closed)
- 12/2 Instruction Ends
- 12/5 Prep Day
- 12/6, 7 & 8 Exams
- 12/13 Grades Due
- 12/26 Christmas (campus closed)

**OCTOBER**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**APRIL**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

1/24 to 2/23 Drops show as W  
After 2/23 Drops show as Z, NC, or V  
2/13 Last day for P/NC option

**WINTER QUARTER**

- 1/2 New Year's (campus closed)
- 1/9 Instruction Begins
- 1/16 M. L. King Jr. Day (campus closed)
- 2/20 Presidents' Day (campus closed)
- 3/20 Instruction Ends
- 3/21 Prep Day
- 3/22, 23 & 24 Exams
- 3/28 Grades Due

**NOVEMBER**

S	M	T	W	T	F	S
			1	2	3	4 5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**MAY**

S	M	T	W	T	F	S
			1	2	3	4 5 6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

4/17 to 5/15 Drops show as W  
After 5/15 Drops show as Z, NC, or V  
5/5 Last day for P/NC option

**SPRING QUARTER**

- 4/3 Instruction Begins
- 5/29 Memorial Day (campus closed)
- 6/11 Commencement
- 6/12 Instruction Ends
- 6/13 Prep Day
- 6/14, 15 & 16 Exams
- 6/20 Grades Due

**DECEMBER**

S	M	T	W	T	F	S
				1	2	3
4	(5)	<6>	<7>	<8>	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**JUNE**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

7/6 to 7/27 Drops show as W  
After 7/27 Drops show as Z, NC, or V  
7/20 Last day for P/NC option

**SUMMER QUARTER**

- 6/26 Instruction Begins
- 7/4 Fourth of July (campus closed)
- 8/17 Instruction Ends (Exams on last day of class)
- 8/22 Grades Due

**JANUARY 2017**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
31						

**JULY**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**FEBRUARY**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

**AUGUST**

S	M	T	W	T	F	S
			1	2	3	4 5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		