



California Community Colleges 2015-16 Flexible Calendar Activity Submission Form

Flexible Calendar Activity Submission Form

This is the [Flexible Calendar Activity Online Submission Form](#) for the California Community Colleges. This online submission process is used to collect information about the planned activities for the 2015-16 Flexible Calendar year. The purpose of the Flexible Calendar program is to provide compensated time for faculty to participate in professional development activities that are related to “staff, student, and instructional improvement” (title 5, section 55720).

The Flexible Calendar Certification Form FC-001, was sent to the Flexible Calendar Coordinator and the Chief Instructional Officer under separate cover and is the official certification form for the college. It will need to be completed and signed with original signatures by three people: Flex Calendar Coordinator, Chief Business Officer, and Chief Instructional Officer.

The FC-001 must be mailed and received into the Chancellor's Office by June 1, 2015.

1) Please enter today's date*
5/1/2015

College information page

This page collects information about the college and the Flexible Calendar Coordinator, or the person completing the form if the college does not participate in the flexible calendar program.

2) Select your college from the dropdown list below.*

- | | | |
|--|---|--|
| <input type="checkbox"/> Alameda College | <input type="checkbox"/> Contra Costa College | <input type="checkbox"/> Grossmont College |
| <input type="checkbox"/> Allan Hancock College | <input type="checkbox"/> Copper Mountain College | <input type="checkbox"/> Hartnell College |
| <input type="checkbox"/> American River College | <input type="checkbox"/> Cosumnes River College | <input type="checkbox"/> Imperial College |
| <input type="checkbox"/> Antelope Valley College | <input type="checkbox"/> Crafton Hills College | <input type="checkbox"/> Irvine College |
| <input type="checkbox"/> Bakersfield College | <input type="checkbox"/> Cuesta College | <input type="checkbox"/> LA City College |
| <input type="checkbox"/> Barstow College | <input type="checkbox"/> Cuyamaca College | <input type="checkbox"/> LA Harbor College |
| <input type="checkbox"/> Berkeley City College | <input type="checkbox"/> Cypress College | <input type="checkbox"/> LA Mission College |
| <input type="checkbox"/> Butte College | <input type="checkbox"/> DeAnza College | <input type="checkbox"/> LA Pierce College |
| <input type="checkbox"/> Cabrillo College | <input type="checkbox"/> Diablo Valley College | <input type="checkbox"/> LA Southwest College |
| <input type="checkbox"/> Cañada College | <input type="checkbox"/> East LA College | <input type="checkbox"/> LA Trade Tech College |
| <input type="checkbox"/> Cerritos College | <input type="checkbox"/> El Camino College | <input type="checkbox"/> LA Valley College |
| <input type="checkbox"/> Cerro Coso College | <input type="checkbox"/> El Camino College-Compton Center | <input type="checkbox"/> Lake Tahoe College |
| <input type="checkbox"/> Chabot College | <input type="checkbox"/> Evergreen Valley College | <input type="checkbox"/> Laney College |
| <input type="checkbox"/> Chaffey College | <input type="checkbox"/> Feather River College | <input type="checkbox"/> Las Positas College |
| <input type="checkbox"/> Citrus College | <input type="checkbox"/> Folsom Lake College | <input type="checkbox"/> Lassen College |
| <input type="checkbox"/> Coastline College | <input type="checkbox"/> Foothill College | <input type="checkbox"/> Long Beach City College |
| <input type="checkbox"/> College of Marin | <input type="checkbox"/> Fresno City College | <input type="checkbox"/> Los Medanos College |
| <input type="checkbox"/> College of the Canyons | <input type="checkbox"/> Fullerton College | <input type="checkbox"/> Mendocino College |
| <input type="checkbox"/> College of the Desert | <input type="checkbox"/> Gavilan College | <input type="checkbox"/> Merced College |
| <input type="checkbox"/> College of the Redwoods | <input type="checkbox"/> Glendale College | <input type="checkbox"/> Merritt College |
| <input type="checkbox"/> College of the Sequoias | <input type="checkbox"/> Golden West College | <input type="checkbox"/> Mira Costa College |
| <input type="checkbox"/> Columbia College | | <input type="checkbox"/> Mission College |
| | | <input checked="" type="checkbox"/> Modesto Junior College |

- | | | |
|---|--|--|
| <input type="checkbox"/> Monterey College | <input type="checkbox"/> Sacramento City College | <input type="checkbox"/> Santiago Canyon College |
| <input type="checkbox"/> Moorpark College | <input type="checkbox"/> Saddleback College | <input type="checkbox"/> Shasta College |
| <input type="checkbox"/> Moreno Valley College | <input type="checkbox"/> San Bernardino Valley College | <input type="checkbox"/> Sierra College |
| <input type="checkbox"/> Mt. San Antonio College | <input type="checkbox"/> San Diego City College | <input type="checkbox"/> Siskiyou College |
| <input type="checkbox"/> Mt. San Jacinto College | <input type="checkbox"/> San Diego Continuing Education Center | <input type="checkbox"/> Skyline College |
| <input type="checkbox"/> Napa Valley College | <input type="checkbox"/> San Diego Mesa College | <input type="checkbox"/> Solano College |
| <input type="checkbox"/> Norco College | <input type="checkbox"/> San Diego Miramar College | <input type="checkbox"/> Southwestern College |
| <input type="checkbox"/> North Orange Continuing Education Center | <input type="checkbox"/> San Francisco City College | <input type="checkbox"/> Taft College |
| <input type="checkbox"/> Ohlone College | <input type="checkbox"/> San Joaquin Delta College | <input type="checkbox"/> Ventura College |
| <input type="checkbox"/> Orange Coast College | <input type="checkbox"/> San Jose City College | <input type="checkbox"/> Victor Valley College |
| <input type="checkbox"/> Oxnard College | <input type="checkbox"/> San Mateo College | <input type="checkbox"/> West Hills Coalinga College |
| <input type="checkbox"/> Palo Verde College | <input type="checkbox"/> Santa Ana College | <input type="checkbox"/> West Hills-Lemoore College |
| <input type="checkbox"/> Palomar College | <input type="checkbox"/> Santa Barbara City College | <input type="checkbox"/> West LA College |
| <input type="checkbox"/> Pasadena College | <input type="checkbox"/> Santa Monica College | <input type="checkbox"/> West Valley College |
| <input type="checkbox"/> Porterville College | <input type="checkbox"/> Santa Rosa College | <input type="checkbox"/> Woodland College |
| <input type="checkbox"/> Reedley College | | <input type="checkbox"/> Yuba College |
| <input type="checkbox"/> Rio Hondo College | | |
| <input type="checkbox"/> Riverside City College | | |

3) Please complete the following information for the Flexible Calendar Coordinator.

First Name*: Mark

Last Name*: Anglin

Title*: Dean Ag & Environmental Sciences

Email Address*: bethela@mjc.edu

Phone Number*: 209 575-6058

Fax Number: 209 548-5759

Mobile Phone: _____

4) How do you prefer to be contacted?

Phone

Email

5) Will your college be participating in the Flexible Calendar Program in the 2015-16 Academic Year?

If you select No, you are not required to complete the rest of this form. Click next and you will be directed to the end of the form.

Yes

No

College calendar configuration, number of instructional days, and number of "Flex" days page

This page collects information on the college's calendar configuration, number of instructional days, and flex days. The sum of the instructional days in question 7 and the flex days in question 8 must equal at least 175 days.

6) Please select your college's calendar configuration from the list below. (Note: A "Flexible Calendar" is a community college calendar and course scheduling plan pursuant to Section 84890 of the Education Code and Section 55720 of the California Code of Regulations, title 5).

a) Compressed Calendar (16 week semester)

b) Traditional Calendar (Semester or Quarter)

c) Modular scheduling for all or part of the courses within the traditional semester, quarter, or academic year

d) Courses scheduled for student enrollment on an open entry-open exit basis

e) Courses scheduled independently of any term configuration

f) A combination of any one or more of the configurations in (a) through (e)

7) Please indicate the number of instructional days that when combined with the number of "Flex" days in question number 8 below will meet the 175 Day Rule (title 5, section 58120).

8) Please indicate the number of "Flex" days which the instructional staff will participate in staff, student and instructional improvement activities in lieu of regular classroom instruction.

4

Flexible Calendar activity page

This page collects the activities that are being conducted to meet the requirements of the Flexible Calendar Program.

There are eight approved categories to choose from. Select those categories that apply to your planned activities. List each activity on a single line aligned with the appropriate category.

There are 20 activities per category. There is a character limitation of 300 characters per line. If you have more than 20 activities in a category or if you have descriptions longer than 300 characters you may want to upload an attached file containing a list of workshops/descriptions for that category. If so after each category question, there is a selection option for uploading a file containing the separate listing of workshops/descriptions.

9) Please list those activities related to course instruction and evaluation. (Limit of 300 characters per activity)

Activity 1: Technology Trainings

Activity 2: CurricUNET Trainings

Activity 3: Institute Day Workshops and Trainings

Activity 4: Classroom Assessment Workshops

Activity 5: Outcomes Assessment Workshops

Activity 6: Blackboard Trainings

Activity 7: Division Meetings, Trainings and Retreats

Activity 8: Student Learning Outcomes Workshop

Activity 9: Course Descriptor Meeting

Activity 10: Course Learning Outcomes Overview/Training

Activity 11: _____

Activity 12: _____

Activity 13: _____

- Activity 14: _____
- Activity 15: _____
- Activity 16: _____
- Activity 17: _____
- Activity 18: _____
- Activity 19: _____
- Activity 20: _____

If you have a list of workshops on a separate file that relates to **course instruction and evaluation** you can upload that list by clicking on this upload file link.

Attached Workshops List.

_____1

10) Please list those activities related to staff development, in-service training and instructional improvement. (Limit of 300 characters per activity)

- Activity 1: Civic Engagement Project Series
- Activity 2: Grant Training
- Activity 3: New Faculty Orientations
- Activity 4: Student Success Workshops
- Activity 5: Fall & Spring Institute Days
- Activity 6: CTE (Career & Technical Ed) Meetings, Conferences & Trainings
- Activity 7: Modesto Area Partners in Science Talks
- Activity 8: Adjunct Faculty Orientations
- Activity 9: Inter-College Collaborations
- Activity 10: Science Colloquium Series
- Activity 11: Performing Arts Presentations
- Activity 12: Technology Training
- Activity 13: Faculty Retreat
- Activity 14: _____
- Activity 15: _____
- Activity 16: _____
- Activity 17: _____

Activity 18: _____

Activity 19: _____

Activity 20: _____

If you have a list of workshops on a separate file that relates to **staff development, in-service training and instructional improvement** you can upload that list by clicking on this upload file link.

Copy of Attached Workshops List.

_____1

11) Please list those activities related to program and course curriculum or learning resource development and evaluation. (Limit of 300 characters per activity)

Activity 1: Professional Development Committee

Activity 2: Inter-college Collaborations

Activity 3: Curriculum Development and Training in CurricUNET (Curriculum Management System)

Activity 4: Statewide Curriculum Institute

Activity 5: Blackboard Trainings & Workshops

Activity 6: MJC Online Summer Academy

Activity 7: SharePoint Training

Activity 8: MJC Online Instructor Training

Activity 9: Program Review Training

Activity 10: Faculty Retreat

Activity 11: _____

Activity 12: _____

Activity 13: _____

Activity 14: _____

Activity 15: _____

Activity 16: _____

Activity 17: _____

Activity 18: _____

Activity 19: _____

Activity 20: _____

If you have a list of workshops on a separate file that relates to **program and course curriculum or learning resource development and evaluation** you can upload that list by clicking on this upload file link.

Copy of Attached Workshops List.

_____1

12) Please list those activities related to student personnel services. (Limit of 300 characters per activity)

Activity 1: Student Success Follow-up Workshop

Activity 2: Transfer Model Curriculum Workshop

Activity 3: Student Equity Workshop

Activity 4: Special Student Population Panel Discussion

Activity 5: New Student Days

Activity 6: FYE Conference

Activity 7: Student Services Workshops and Meetings

Activity 8: Student Advising Trainings

Activity 9: Service Area Outcomes Workshops and Trainings

Activity 10: Addressing Disruptive and Dangerous Behavior

Activity 11: _____

Activity 12: _____

Activity 13: _____

Activity 14: _____

Activity 15: _____

Activity 16: _____

Activity 17: _____

Activity 18: _____

Activity 19: _____

Activity 20: _____

If you have a list of workshops on a separate file that relates to **student personnel services** you can upload that list by clicking on this upload file link.

Copy of Attached Workshops List.

_____1

13) Please list those activities related to learning resource services. (Limit of 300 characters per activity)

Activity 1: Technology In-Services

Activity 2: Diversity Trainings

Activity 3: Blackboard Trainings for Online Classes

Activity 4: Institute Day (Week) Trainings and Workshops

Activity 5: Microsoft Office Trainings

Activity 6: Technology Resources

Activity 7: State/Federal/YCCD Training on Disaster Preparedness

Activity 8: Annual CEOP Trainings

Activity 9: Syncing Your Digital Life Webinar

Activity 10: Faculty Evaluation Training

Activity 11: _____

Activity 12: _____

Activity 13: _____

Activity 14: _____

Activity 15: _____

Activity 16: _____

Activity 17: _____

Activity 18: _____

Activity 19: _____

Activity 20: _____

If you have a list of workshops on a separate file that relates to learning resource services you can upload that list by clicking on this upload file link.

Copy of Attached Workshops List.

_____1

14) Please list those activities related to related activities, such as student advising, guidance, orientation, matriculation services, and student, faculty, and staff diversity. (Limit of 300 characters per activity)

Activity 1: Scholarship of Teaching & Learning and Learning Communities

Activity 2: Student Advising Trainings

Activity 3: Service Areas Outcomes Workshops and Trainings

Activity 4: Diversity Training

Activity 5: Student Success Follow-up Workshop

Activity 6: New Student Days

Activity 7: Teaching Men of Color in the Community Colleges

Activity 8: Adjunct and New Faculty Orientations

Activity 9: Mental Health First Aid - Veterans

Activity 10: Student Services Workshops and Meetings

Activity 11: Student Success, Student Equity and SSSP Planning Meetings

Activity 12: _____

Activity 13: _____

Activity 14: _____

Activity 15: _____

Activity 16: _____

Activity 17: _____

Activity 18: _____

Activity 19: _____

Activity 20: _____

If you have a list of workshops on a separate file that relates to **related activities, such as student advising, guidance, orientation, matriculation services, and student, faculty, and staff diversity** you can upload that list by clicking on this upload file link.

Copy of Attached Workshops List.

15) Please list those activities related to departmental or division meetings, conferences and workshops, and institutional research. (Limit of 300 characters per activity)

Activity 1: Institute Days (Fall and Spring)

Activity 2: Inter-College Collaborations

Activity 3: Program Review

Activity 4: Program Development

Activity 5: Division Meetings and Retreats

Activity 6: Student Learning Objectives, Outcomes Trainings & Presentations

Activity 7: Division Orientations and In-services

Activity 8: Institutional Learning Outcomes Workshops

Activity 9: Technology Trainings

Activity 10: _____

Activity 11: _____

Activity 12: _____

Activity 13: _____

Activity 14: _____

Activity 15: _____

Activity 16: _____

Activity 17: _____

Activity 18: _____

Activity 19: _____

Activity 20: _____

If you have a list of workshops on a separate file that relates to **departmental or division meetings, conferences and workshops, and institutional research** you can upload that list by clicking on this upload file link.

Copy of Attached Workshops List.

_____1

16) Please list those activities related to other duties as assigned by the district. (Limit of 300 characters per activity)

- Activity 1: Mental Health Workshop: Stress
- Activity 2: Diversity in Groups Training
- Activity 3: Behavioral Intervention Training
- Activity 4: Suicide Awareness Training
- Activity 5: Chemical Hygiene Training
- Activity 6: Grant Writing
- Activity 7: State/Federal/YCCD Training on Disaster Preparedness
- Activity 8: Annual CEOP Trainings
- Activity 9: Ergonomics Trainings and Demonstrations
- Activity 10: Injury & Illness Training
- Activity 11: Blood Borne Pathogen Training
- Activity 12: Utility Cart Safety
- Activity 13: Back Safety Training
- Activity 14: _____
- Activity 15: _____
- Activity 16: _____
- Activity 17: _____
- Activity 18: _____
- Activity 19: _____
- Activity 20: _____

If you have a list of workshops on a separate file that relates to **other duties as assigned by the district** you can upload that list by clicking on this upload file link.

Copy of Attached Workshops List.

17) Other: If there is any other category that contributes to the improvement of instruction, administrative, or student services, please list those activities related to that category in this section. Please identify the category online one. (Limit of 300 characters per activity)

Please describe this category and how it improves either instruction, administrative or student services.: College-wide Improvement

Activity 1: Accreditation Training Workshops and Meetings

Activity 2: Career & Technical Education (CTE) Trainings and Meetings

Activity 3: Managing Federal Programs and Trainings

Activity 4: _____

Activity 5: _____

Activity 6: _____

Activity 7: _____

Activity 8: _____

Activity 9: _____

Activity 10: _____

Activity 11: _____

Activity 12: _____

Activity 13: _____

Activity 14: _____

Activity 15: _____

Activity 16: _____

Activity 17: _____

Activity 18: _____

Activity 19: _____

Activity 20: _____

If you have a list of workshops on a separate file that relates to **the improvement of instruction, administrative, or student services** you can upload that list by clicking on this upload file link.

Copy of Attached Workshops List.

Flexible Calendar Advisory Committee page

This page collects information on the membership of the Flexible Calendar Advisory Committee. Please list the names of the committee members with their titles, and governance group classification.

18) Please list the name, title and classification of each member of the Flexible Calendar Advisory Committee.

	Member Name	Title	Classification				
			Administrator	Faculty	Student	Classified	Other
Member Name 1	Mr. Mark Anglin	Dean, Agriculture & Environmental Science	X				
Member Name 2	Ms. Jill Stearns	MJC President	X				
Member Name 3	Dr. James Todd	Academic Senate President		X			
Member Name 4	Dr. Mike Smedhammer	Instructional Design Coordinator		X			
Member Name 5	Ms. Judy Wagner	Classified Staff Advisory Council Co-Chair				X	
Member Name 6	Ms. Rosanne Costa						
Member Name 7	Ms. Amy Bethel	Executive Secretary					X
Member Name 8	Mr. Bill Anelli	Program Development Committee Chair		X			
Member Name 9	Ms. Susan Kincade	Vice President, Instruction	X				

Thank You!

Thank you for completing the online survey for the 2015-16 Flexible Calendar Program. Your response is very important to us. Please complete Form FC-001 and send a signed copy to the Chancellor's Office by June 1, 2015.
