

PROCEDURE NAME: **4.1 Academic Calendar**

Reference: Education Code Section 70902(b)(12); Title 5, Section 55700 et seq., Section 58142

Note: This procedure is required. It addresses the Chaffey Policy: Chapter 4: Academic Affairs, 4.1 Academic Calendar

Purpose: *To design a process for the establishment of the academic calendar of the District, including the beginning and ending dates of days of instruction, holidays, etc., that shall be developed by the District in consultation with the Chaffey College Faculty Association.*

1. Under the terms of the Chaffey Community College/Chaffey College Faculty Association Agreement, the District will develop an Academic Calendar by a committee composed of representatives from the Association (2), Faculty Senate (2), and the District ([4] - one of whom will chair the committee), as well as members of other constituencies as deemed appropriate by the District. The committee's function is to recommend the Academic Calendar to the District and the Association prior to recommendation to the Superintendent/President who, after review by the President's Cabinet, shall recommend the Academic Calendar to the Governing Board.
2. Any date within the calendar indicated by the state to be a mandatory holiday shall be observed as such. The California Community Colleges, Chancellor's Office, information bulletin, *Statutory Mandated Holiday Dates*, (Education Code Section 70902) is used to determine mandatory holidays and their designated dates.
3. The Governing Board may declare other days to be holidays and close the college and offices when good reason exists.