

January 16, 2002

03-055

ADOPTION OF THE COLLEGE CALENDAR OF
INSTRUCTION FOR 2003-2004

PREPARED BY: Guy Sievert, Dean, Academic Services

APPROVED BY: Jesus Carreon, President

RECOMMENDATION: That the Board of Directors adopt the attached
Portland Community College 2003-2004
Calendar of Instruction.

Director Anderson moved to approve Resolutions 03-046 through 03-052 and
Resolution 03-055 by consent and it passed unanimously.

PORTLAND COMMUNITY COLLEGE
Calendar of Instruction 03-04

Fall, Winter, Spring - 2003-2004

Calendar for 12 month employees and for programs and classes with variable starting dates and variable lengths.

JULY - 03							AUGUST - 03							SEPTEMBER - 03							OCTOBER - 03							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
		1	2	3	H	5						1	2		H	2	3	4	5	6					1	2	3	4
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	17	14	15	16	17	18	19	20	12	13	14	15	16	17	18
20	21	22	23	24	25	26	17	18	19	20	21	22	23	24	21	22	23	24	25	26	27	19	20	21	22	23	24	25
27	28	29	30	31			24	25	26	27	28	29	30	31	28	29	30					26	27	28	29	30	31	

NOVEMBER - 03							DECEMBER - 03							JANUARY - 04							FEBRUARY - 04							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1		1	2	3	4	5	6						H	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
9	10	H	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
16	17	18	19	20	21	22	21	22	23	H	H	H	27	18	H	20	21	22	23	24	22	23	24	25	26	27	28	
23	24	25	26	H	H	29	28	29	30	31				25	26	27	28	29	30	31	29							
30																												

MARCH - 04							APRIL - 04							MAY - 04							JUNE - 04									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
	1	2	3	4	5	6						1	2	3							1					1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12			
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19			
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26			
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30						
														30	H															

- Classes begin or end
- Inservice
- Days from which instructor contract work days can be filled.
- Non-working days for 180-day contracted instructors unless assigned to fulfill the 180-day contract.
- Days on which the college is generally closed except for emergency services.

College-Wide Inservice Day: Sep 15, 2003
Campus Inservice Day: Sep 16, 2003
SAC Inservice Days: Oct 27, 2003 & Apr 16, 2004

Faculty Contract Days:
 163 Instructional Days
 13 Non-teaching Contract Days
 4 Holidays
 180 Contract Days

One Non-contract Day: Jan 19
 All holidays are subject to bargaining contracts.

Summer Term - 2003
11 Weeks - 55 Teaching Days

JUNE - 03							JULY - 03							AUGUST - 03							SEPTEMBER - 03						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7			1	2	3	H	5							1	2	H	2	3	4	5	6
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
29	30						27	28	29	30	31			24	25	26	27	28	29	30	28	29	30				
														31													

Classes begin or end

Inservice

Days from which instructor contract work days can be filled.

Non-working days for 180-day contracted instructors unless assigned to fulfill the 180-day contract.

Days on which the college is generally closed except for emergency services.

CLASSES BEGIN: Jun 23

HOLIDAYS: Jul 4 - Independence Day
Sep 1 - Labor Day

END OF TERM: Sep 6

FINAL GRADES MUST BE SUBMITTED BY: Sep 8

LIBRARY REDUCED HOURS:
Jun 15 - Sep 22

SUMMER REGISTRATION STARTS:
May 12

LATE REGISTRATION FOR CREDIT CLASSES: After first class meeting, instructor/department permission required.

NOTE:
Registration dates subject to change if problems arise with the production of the class schedule.

No advanced registration for pre-arranged programs.

Last day to drop classes & receive a "w": see policy in class schedule.

Fall Term - 2003

12 Weeks - 56 Teaching Days

SEPTEMBER - 03							OCTOBER - 03							NOVEMBER - 03							DECEMBER - 03						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	H	2	3	4	5	6				1	2	3	4							1		1	2	3	4	5	6
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	H	12	13	14	15	14	15	16	17	18	19	20
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	H	H	H	27
28	29	30					26	27	28	29	30	31		23	24	25	26	H	H	29	28	29	30	31			
														30													

Classes begin or end

Inservice

Days from which instructor contract work days can be filled.

Non-working days for 180-day contracted instructors unless assigned to fulfill the 180-day contract.

Days on which the college is generally closed except for emergency services.

COLLEGE WIDE INSERVICE: Sep 15

CAMPUS INSERVICE: Sep 16

CLASSES BEGIN: Sep 22

SACC INSERVICE: Oct 27

HOLIDAYS:

Sep 1 - Labor Day

Nov 11 - Veteran's Day

Nov 27, 28 - Thanksgiving

Dec 24, 25, 26 - Winter Holiday

CLASSES WILL BE HELD:

Saturday, Nov 29

FINALS WEEK: Dec 8 - 13

END OF TERM: Dec 13

FINAL GRADES MUST BE SUBMITTED BY:

Dec 15

LIBRARY REDUCED HOURS:

Dec 14-Jan 4

EARLY FALL REGISTRATION STARTS: May 27

FALL REGISTRATION STARTS: Aug 4

LATE REGISTRATION FOR

CREDIT CLASSES: After first class meeting, instructor/department permission required.

NOTE:

Registration dates subject to change if problems arise with the production of the class schedule.

No advanced registration for pre-arranged programs.

Last day to drop classes & receive a "w": see policy in class schedule.

Winter Term - 2004
11 Weeks - 54 Teaching Days

JANUARY - 04							FEBRUARY - 04							MARCH - 04						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				H	2	3	1	2	3	4	5	6	7		1	2	3	4	5	6
4	5	6	7	8	9	10	8	9	10	11	12	13	14	7	8	9	10	11	12	13
11	12	13	14	15	16	17	15	16	17	18	19	20	21	14	15	16	17	18	19	20
18	H	20	21	22	23	24	22	23	24	25	26	27	28	21	22	23	24	25	26	27
25	26	27	28	29	30	31	29							28	29	30	31			

Classes begin or end

Inservice

Days from which instructor contract work days can be filled.

Non-working days for 180-day contracted instructors unless assigned to fulfill the 180-day contract.

Days on which the college is generally closed except for emergency services.

CLASSES BEGIN: Jan 5

HOLIDAY:

Jan 19—Martin Luther King Day

FINALS WEEK: Mar 15-20

END OF TERM: Mar 20

FINAL GRADES MUST BE SUBMITTED

BY: Mar 22

LIBRARY REDUCED HOURS:

Mar 21-Mar 29

WINTER REGISTRATION STARTS: Dec 1

LATE REGISTRATION FOR

CREDIT CLASSES: After first class meeting, instructor/department permission required.

NOTE:

Registration dates subject to change if problems arise with the production of the class schedule.

No advanced registration for pre-arranged programs.

Last day to drop classes & receive a "w": see policy in class schedule.

Spring Term - 2004

11 Weeks - 53 Teaching Days

MARCH - 04							APRIL - 04							MAY - 04							JUNE - 04						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3							1			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30				
													30	H													

Classes begin or end

Inservice

Days from which instructor contract work days can be filled.

Non-working days for 180-day contracted instructors unless assigned to fulfill the 180-day contract.

Days on which the college is generally closed except for emergency services.

CLASSES BEGIN: Mar 29

SACC INSERVICE: Apr 16

HOLIDAY: May 31 - Memorial Day

FINALS WEEK: Jun 7 - 12

END OF TERM: Jun 12

FINAL GRADES MUST BE SUBMITTED BY:
Jun 14

LIBRARY REDUCED HOURS:
Jun 13-20

SPRING REGISTRATION STARTS:

Mar 1

LATE REGISTRATION FOR

CREDIT CLASSES: After first class meeting, instructor/department permission required.

NOTE:

Registration dates subject to change if problems arise with the production of the class schedule.

No advanced registration for pre-arranged programs.

Last day to drop classes & receive a "w": see policy in class schedule.

Summer Term - 2004

11 Weeks - 53 Teaching Days

JUNE - 04							JULY - 04							AUGUST - 04							SEPTEMBER - 04						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	4	H	6	7	8	9	10	1	2	3	4	5	6	7					2	3	4
6	7	8	9	10	11	12	11	12	13	14	15	16	17	8	9	10	11	12	13	14	5	H	7	8	9	10	11
13	14	15	16	17	18	19	18	19	20	21	22	23	24	15	16	17	18	19	20	21	12	13	14	15	16	17	18
20	21	22	23	24	25	26	25	26	27	28	29	30	31	22	23	24	25	26	27	28	19	20	21	22	23	24	25
27	28	29	30											29	30	31					26	27	28	29	30		

Classes begin or end

Inservice

Days from which instructor contract work days can be filled.

Non-working days for 180-day contracted instructors unless assigned to fulfill the 180-day contract.

Days on which the college is generally closed except for emergency services.

CLASSES BEGIN: Jun 28

HOLIDAYS: Jul 5 - Independence Day
Sep 6 - Labor Day

END OF TERM: Sep 11

FINAL GRADES MUST BE SUBMITTED BY: Sep 13

LIBRARY REDUCED HOURS:
Jun 13-20

SUMMER REGISTRATION STARTS:
May 17

LATE REGISTRATION FOR CREDIT CLASSES: After first class meeting, instructor/department permission required.

NOTE:

Registration dates subject to change if problems arise with the production of the class schedule.

No advanced registration for pre-arranged programs.

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