



Form 1: Presentation Checklist

Name: _____

Date: _____

Department: _____

COCC Contact Information: _____

Use the instructions for this document to complete your presentation checklist; then e-mail your completed presentation checklist (*not* the instructions) to the Academic Affairs chair by his or her specified deadline. **Please note:** If an item listed is not relevant to your specific presentation to Academic Affairs, please mark as **N/A**. Use as many pages as necessary.

PROPOSAL OVERVIEW

TYPE OF AGENDA ITEM

- Information Item (requires approval of AA Chair)
- Action Item
 - Information and committee feedback
 - Procedure—revision (Attach current procedure with proposed changes illustrated with track changes)
 - Procedure—new
 - Identify suggested location in *GPM*: _____
- Policy—revision (Attach current policy with proposed changes illustrated with track changes)
- Policy—new
 - Identify suggested location in *GPM*: _____
- New academic program (Complete only items #1 and #2 on this form and attach stage 2 document.)
- Other: _____

BUDGET

INSTRUCTIONAL REQUIREMENTS

OPERATIONAL NEEDS, CURRENT AND FUTURE

STUDENT IMPACT

ANTICIPATED IMPLEMENTATION TIMELINE

Central Oregon Community College

Academic Year Calendars 2018-2019 through 2022-2023-**DRAFT**

Important Fall Term Dates:					
	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
Faculty report	9/12	9/11	9/9	9/8	9/7
Assessment day	one day during fall return weeks	one day during fall return weeks	one day during fall return weeks	one day during fall return weeks	one day during fall return weeks
Classes begin	9/24	9/23	9/21	9/20	9/19
Veterans Day holiday*	11/12	11/11	11/11	11/11	11/11
Thanksgiving holiday*	11/22-11/23	11/28-11/29	11/26-11/27	11/25-11/26	11/24-11/25
Last day regular classes	12/7	12/6	12/4	12/3	12/2
Final examinations	12/10-12/14	12/9-12/13	12/7-12/11	12/6-12/10	12/5-12/9
End of term	12/16	12/15	12/13	12/12	12/11
Winter Break	12/17-1/6	12/16-1/5	12/14-1/3	12/13-1/2	12/12-1/8
Important Winter Term Dates:					
	Winter 2019	Winter 2020	Winter 2021	Winter 2022	Winter 2023
New Year's Day holiday	1/1	1/1	1/1	12/31	1/2
Classes begin	1/7	1/6	1/4	1/3	1/9
Martin Luther King holiday*	1/21	1/20	1/18	1/17	1/16
Last day regular classes	3/15	3/13	3/12	3/11	3/17
Final examinations	3/18-3/22	3/16-3/20	3/15-3/19	3/14-3/18	3/20-3/24
End of term	3/24	3/22	3/21	3/20	3/26
Spring break	3/25-3/31	3/23-3/29	3/22-3/28	3/21-3/27	3/27-4/2
Important Spring Term Dates:					
	Spring 2019	Spring 2020	Spring 2021	Spring 2022	Spring 2023
Classes begin	4/3	3/30	3/29	3/28	4/3
Memorial Day holiday*	5/29	5/25	5/31	5/30	5/29
Last day regular classes	6/8	6/5	6/4	6/3	6/9
Final examinations	6/10-6/14	6/8-6/12	6/7-6/11	6/6-6/10	6/12-6/16
Commencement	6/15	6/13	6/12	6/11	6/17
End of term	6/16	6/14	6/13	6/12	6/18
Important Summer Term Dates:					
	Summer 2019	Summer 2020	Summer 2021	Summer 2022	Summer 2023
Classes begin	6/24	6/22	6/21	6/20	6/26
Independence Day holiday*	7/4	7/3	7/5	7/4	7/4
Last day of classes	8/29	8/28	8/27	8/26	8/31
End of term	9/1	8/30	8/29	8/28	8/27
Labor Day Holiday	8/30-9/2	9/4-9/7	9/3-9/6	9/2-9/5	9/1-9/4

*Observed; no classes held