COLLEGE HOUR IMPLEMENTATION GROUP

The following is provided as a summary of the work of the College Hour Implementation Group during the spring 2013 semester.

This letter was the “call to action” for the formation of the CHIG:

2/19/2013
Given the many discussions that have taken place on campus over the past few days, I would like to provide an update on College Hour to the campus community.
Following considerable work by the Academic Senate and the Associated Student Body, the Board of Trustees approved the implementation of College Hour, supporting the decisions of the President’s Council, at the December 2012 Board of Trustees Meeting. The time adopted for the College Hour is 12:50 pm-1:50 pm on Tuesdays and Thursdays.

College Hour is an hour set aside to allow for purposeful planning of student events and activities, a time for student clubs to meet, and to add value to the college community by providing opportunities for students, faculty, and staff to engage with one another and encourage students to learn new things from each other and discuss topics of mutual concern. This will also provide valuable time for faculty to meet on topics important to them – either with colleagues or students.

It is my role as College President, to ensure that we take the time necessary to carefully implement this decision made by the Board. To that end, I have asked that a work group be formed to study the implementation of the College Hour in a way that mitigates impacts on employee groups and allows for maximum participation by all. I have asked Kathleen Rose to chair the College Hour Implementation Work Group that will include broad participation from all constituent groups. Kathleen will share more about the group and their meeting schedule in the next few days. As this project is closely linked to the development of the class schedule, implementation for the Fall of 2013 will not align with the need for planning. We will instead aim for Spring 2014.

It is my goal to give this project every chance to succeed through careful planning, even if that means we slow down a bit to achieve the goal.

I welcome questions and invite you to share your perspective with the work group.

Thanks,
Steve
The College Hour Implementation Group (CHIG) met three times. The following members were assigned to the group, although not all were able to regularly attend: Kathleen Rose, John Pruitt, John Lawton-Haehl, Johanna Stewart, Jessica Gatewood, Candice Whitney, Lewis Hall, Joey Hayes, Mario Escudero, Bonnie Donovan, and Michelle Cortes. All members were provided access to all of the materials and notes provided to the group through a group email.

The following are the minutes from our meetings:

**College Hour Implementation Group (CHIG)**

**March 1, 2013**

**Minutes**

Members present: Kathleen Rose, Bonnie Donovan, Michele Cortes, John Pruitt, John Lawton-Haehl, Johanna Stewart, Mario Escudero and Joey Hayes.

Members absent: Candice Whitney, Lewis Hall, Jessica Gatewood

Our committee is implementing, not debating college hour or the day or time approved by the Gavilan College Board of Trustees.

Objectives:

- Implement college hour process and procedures.
- Create a paper that documents our process, including how we connect the student activities to the college hour as well as professional development for faculty.
- Create a web calendar with college hour scroll down; develop a form for Jan and Lewis to post events.

**Homework**

- John will ask Dave to run a list of classes that start at 11 and 12:50.
- Kathleen will ask the department chairs to create a mock schedule for Tuesday and Thursday, due 4/1.
- Bonnie will create a modified spreadsheet for the mock schedule, up through 5pm.
- John LH will bring in the best practices from the Learning Council.
- Note part time faculty who may be impacted with the mock schedule.

The group discussed expanding our scheduling opportunities to include Friday, 8am, afternoons and evening, as well as weekends.

Aviation, Cosmotology and Allied Health should be exempt from college hour because of regulatory requirements.
Future meeting times and dates: All agreed that Friday afternoon at 3 was the best for the majority.

The following concerns were provided in an email from Jessica Gatewood to Kathleen Rose. We will talk about these concerns during our next meeting on Friday, March 22nd at 3pm. Jessica may be available by phone or Skype to participate in the discussion.

From the GCFA eBoard:

- First of all, we are concerned about the potential issues that could arise from inconsistent scheduling (we heard that the day for student activities during college hour could move from a Tuesday to Thursday depending on the month). While we are not against this idea necessarily, making it successful would call for a strong scheduling team. It might be preferable to always have certain activities on Tuesdays and others on Thursdays. Just a thought.

- This leads to our second concern, which is scheduling - we are concerned that scheduling needs a competent, dedicated person. We are concerned that without a strong group to take leadership of programming and how time will be allocated, we'll have situations where three competing programs are taking place on one Tuesday with nothing else scheduled for the following two weeks. Also, we wonder who will be identified to schedule Senate, IEC, GCFA, and other meetings in an orderly and predictable way. At other campuses, Senate is one week, union another, departments and committees a third and fourth. We feel strongly that faculty should be part of the planning if professional development will be part of campus hour (which we hope it will be). We are really hoping that the scheduling team will take the time to do this well so that all sectors of the college are involved. We’d like to suggest the possibility of offering training for schedulers and perhaps a pilot program for college hour so things don’t happen all at once with too many loose ends. At the very least, there should be an evaluation process in place after the first and second semesters for fine tuning.

- We are concerned about the total number of class sections not dropping and about where to fit re-arranged classes so that students are not harmed, especially given classroom shortages. We are also wondering whether office hours can be scheduled during college hour.

- Finally, we’re concerned about the use of exemptions - who will grant them, why, how, when? This is a concern because a large number of exemptions will weaken the intent of the whole college hour concept, and if they are automatically given, or given according to criteria, the process and criteria must be fair.
College Hour Implementation Group (CHIG)  
March 22, 2013  
Minutes

Review of minutes  

- Homework reports  
- 75 unique instructional activities typically occur during that timeframe per week.  
- About 17 part timers would be affected at 12:50 - college hour engagement calendar will be Lewis's responsibility, for events with a wide appeal - list of colleges with college hour provided, the majority are assigned on TTh  
- 105 responses from other colleges, 31 have college hour... from ASB survey - corrected spreadsheets were sent out today including all day Tuesday and Thursday assignments.

Next steps  
- Department Chairs will provide mock schedule by 4/1  
- Committee will review concerns and address each of them.  
- Exemptions will be developed/rubric can be developed/validated  
- Department Chairs will be encouraged for flexible scheduling.  
- The one year campaign to advertise college hour... the ASB will assist with the plan.  
- Each of the committee members ensures that the positive message about college hour be communicated.

Exemptions, off sites, Cosmo, Aviation, LVN, CNA, Nursing
College Hour Implementation Group (CHIG)  
April 19, 2013  
Minutes  

In attendance: Bonnie Donovan, Michele Cortes, Johanna Stewart, Kathleen Rose, John Pruitt, John Lawton-Haehl, Mario Escudero.

Kathleen Rose called the meeting to order at 3:10pm.

A list of scheduling considerations submitted by the Department Chairs was distributed for the committee’s review. Each submission was discussed with some recommendations given. The following is the summary of the group’s analysis; the full narratives from each department are available in the following section:

**ESL**
- The concern was raised regarding impacting classified employees and whether or not the implementation of the College Hour would require modification of work schedules. If so, these may need to go to the bargaining unit.  
- The concern was raised regarding too many classes being offered at the same time without confirmation of available classroom space.  
- Enrollment has declined since jumping from four to five unit courses.

**Child Development**
- The committee confirmed CD enrollment has declined considerably at the Morgan Hill campus  
- The committee recommends moving forward with an honest effort towards implementation.

**Business**
- The AJ, Econ, and Bus classes that fall within college hour can be moved to the offsites.
- The problem with CSIS, DM, and CGD classes is that they are harder to reschedule since they must occur within a specific computer lab.
- The BU110 computer lab has the positive hour classes: CSIS 112, BOT 112, CSIS 122 CSIS 129, as well as providing tutoring for students in all CSIS classes. This lab could stay open during college hour, since students could leave for club meetings if they needed to, and return at another time. There is a full-time senior instructional specialist that works in that lab, whose primary duty is helping students. If the lab were closed during college hours, she could not fulfill this duty.
BU111 is next door to BU110, and instructors teaching in BU111 also work in BU110 before and after their class hours. CSIS 124 (1 unit) and CSIS 128 (2 units) are affected by college hour. They could be scheduled full-term to make them fit college hour, but the department has determined that a compressed format is better for student engagement and retention.

LI126/LI128, the Digital Media lab, is a problem to schedule since almost all the classes taught in that lab require 5 contact hours per week and do not fit into the block schedule. Pushing these high contact hour classes to an earlier or later time will cause enrollments to fall dramatically.

**Social Science**
- The Department is willing to move forward – no conflicts noted.

**KIN/ATH**
- The Department is willing to accommodate the College Hour.

**Fine Arts**
- The Department recommendations were reviewed at length by the committee.

Upon review, it was agreed the mock schedules needed to have identified appropriate facility availability (room size, lab vs. lecture room, etc.). Lack of space may be the issue; the number and type of rooms seem to be the common denominator. At the last CHIG meeting, it was determined 37 classes were affected by the College Hour; these would have to be moved – perhaps consider moving these to Friday.

The committee also discussed the courses that are a natural fit for the exemption option: Aviation, Nursing and Cosmetology. Labs such as in Biology dovetail into the College Hour and, as such, may be considered possible exemptions since the type of classroom requirement is essential.

**Recommendation**
The committee recommends building the spring 2014 schedule now rather than waiting for Professional Development Day, in order to allow as much time as possible to identify room scheduling logistics and complexities. Due dates would need to be established: potentially, the first by the middle of summer; the second would be the end of the first week of school. The conversations should start to take place now and could take into account scheduling of classes on Fridays and weekends. Exemptions can be developed after impacts on part-time faculty are identified.

Committee members are invited to attend the next Department Chair meeting on May 6th to initiate dialogue; come prepared to state why this is going to work for the best interest of students.
DEPARTMENT CHAIR NARRATIVES

ESL MAIN CAMPUS
4 Classrooms: LI 100, HU 101, HU 104, CE 500.
The ESL Department has always scheduled classes from 8:00-1:30 as most students leave to go
to work and cannot stay for afternoon classes. The concern about College Hour was that
restricting classes to 8:00-12:30 would give Loretta Carrillo, our Program Specialist, less time
to conduct conversation groups, small group instruction, and provide extra grammar help to
students. Now that I understand that she will be able to continue to work with students during
those hours, I feel that ESL will be able to schedule classes adequately and appropriately.

Some points were made yesterday at our department meeting, and I was asked to forward
them to you.
- We have known for a long time that the majority of our students start work or have to
pick up children at 2:00; as a result, we try to avoid scheduling too many classes in the
12:25 block.
- All of our grammar and writing classes are 5 units. Our listening/speaking and our
upper-level reading courses, however, are four units and are offered MWF, so I put
most of them in the latest block since they don’t meet on Tuesday anyway.
- One concern of the group is that students won’t stay for the later classes, especially
since there is a large gap in time between classes in the Intermediate I and Advanced 1
classes.
- If I move the classes closer together to make them more compact, then there isn’t time
for their conversation groups and extra hours that are required of them in our labs.
- Additionally, I just learned the other day that Christina Salvin probably will not be able
to loan us an SS classroom at the 9:45 hour. We can’t have too many classes going in
the same hour because we don’t have the classrooms to house them.
- At this point, the ESL department feels that it would not be in their students’ best
interest to have college hour at the chosen time given their particular needs.

CHILD DEVELOPMENT
We do not roll our schedule over every year as we are on a two-year cycle of courses and
shuffle them between Hollister, Morgan Hill and Gilroy, and between day, night, and weekends.
I would like to request an exemption from College Hour for Child Development also. Aside
from the fact that our students will probably not participate in anything planned during that
time, we need to be cognizant of the best times to offer classes for students who are already
working in child care programs, which most CD students are. It is critical that we offer classes
between noon and 2:00, which is nap time in most programs, because the teacher-child ratio is
lower then, and directors are willing to excuse one or two members of their staff to take
classes. We have been working to optimize our schedule for several years now, and we are
regularly filling classes that meet in the early afternoon. So, although CD9 may not be offered at that time in Spring 2014, we would like the freedom to offer something then.

Message from Vocational and Technical Department Chair:
Hello Everyone,

During the Chair meeting yesterday, the student college hour was brought up and the college is planning on implementing the college hour next spring of 2014. College hour will be on Tuesday and Thursday afternoons from 12:50 to 1:50. Aviation and Cosmetology will be exempt from the college hour. At this time it seems only one CD class will be affected. Child Health/nurt/safe which meets Tuesday and Thursdays from 12:55-2:10. We need to figure out what is a good time to move this class either before college hour or after. Just sharing the news let me know your thoughts about the change and we can try to figure out a way to work around the college hour issue.

AJ, Business and CSIS

- The AJ, Econ, and Bus classes that fall within college hour can be moved to the off sites.
- The problem with CSIS, DM, and CGD classes is that they are harder to reschedule since they must occur within a specific computer lab:
  The BU110 computer lab has the positive hour classes: CSIS 112, BOT 112, CSIS 122 CSIS 129, as well as providing tutoring for students in all CSIS classes. This lab could stay open during college hour, since students could leave for club meetings if they needed to, and return at another time. There is a full-time senior instructional specialist that works in that lab, whose primary duty is helping students. If the lab were closed during college hours, she could not fulfill this duty.
- BU111 is next door to BU110, and instructors teaching in BU111 also work in BU110 before and after their class hours. CSIS 124 (1 unit) and CSIS 128 (2 units) are affected by college hour. They could be scheduled full-term to make them fit college hour, but the department has determined that a compressed format is better for student engagement and retention.
- LI126/LI128, the Digital Media lab, is a problem to schedule since almost all the classes taught in that lab require 5 contact hours per week and do not fit into the block schedule. Pushing these high contact hour classes to an earlier or later time will cause enrollments to fall dramatically.

Social Science

History 1 (Luna): no conflict since his class ends before CH starts.
History 4A (Halper): willing to move her class to a 2:00 pm start time.
Political Science 1 (Pinnell): no conflict because her class starts after CH.
Psychology 1A (Oler): no conflict because his class ends before CH.

Generally, the Social Science Department supports not offering any classes between the 1250-150 CH.
**Kinesiology and Athletics**

**College Hour Challenges/Obstacles**

This will have a direct impact on one of our part time instructors who teaches back to back on T TH. One of her areas of teaching emphasis is dance and we do not have another instructor in the department who teaches dance. She also teaches yoga and that is the class that will be affected by college hour. It is not possible for this instructor to teach later due to family commitments (picking up her children at school) and it is not possible for this instructor to teach on M W (teaches part time at other colleges).

**Spring 2014 Activity Classes Affected by College Hour (T TH 12:50 – 1:50pm):**

- KIN 62 – Yoga is taught by the part time instructor mentioned above. Option: move her KIN 73 – Dance for Fitness (which has been taught on T TH 11:20am – 12:40pm) to an earlier time slot (9:45 – 11:05am) and move KIN 62 to 11:20am – 12:40pm time slot. We would need to monitor the impact of these changes on enrollment as these classes usually have very high enrollment.
- KIN 71 – Self Defense. Option: move this class to M W 12:50 – 2:10pm. This is also a high enrollment class so we would want to monitor the enrollment, based on the change in days.
- KIN 80 – Ultimate Frisbee. Options: this class is usually offered once every four semesters so it would not be offered in the spring of 2014. When it is offered it could move to M W or another time slot on T TH.
- There is a major concern about these changes having an impact on high enrollment classes (FTES) like KIN 73 – Yoga and KIN 71 – Self Defense.
- An early morning yoga class (8:10 – 9:30am) and or other activity classes might be an advantage for those students who are parents and need to pick up children at school in the afternoons.

Generally speaking, the department can address college hour by:

- Offering activity classes in the time slot immediately following college hour.
- Offering activity classes on T TH from 9:45 – 11:05am. We have usually stayed away from this time slot so as not to interfere with the student’s academic class offerings.
- Offering activity classes on T TH from 8:10 – 9:30am.
- Not offering as many activity classes. This would probably affect enrollment (FTES).
- Developing a rotation for a variety of activity classes.

Another impact college hour will have will be on our student-athletes. With limited times to take classes during the day due to afternoon practices, contests, travel, etc.; our student-athletes will have an even shorter window to complete their minimum required full-time load of classes. This window is a prime slot for student-athletes to complete classes. One way to
remedy this is to allow them priority registration and access to key classes that fill up prior to their ability to register.

The department would ask for an exemption for the Fitness Center, allowing it to be open during this time. The students who take KIN 24, KIN 64, and KIN/ATH 75 would be affected if we could not have our lab open during this time. Over 750 students per semester are enrolled in these classes.

**Natural Sciences**
The classes listed in your attachment do not show Bio 15, Bio 10 and Bio 9 and the ripple effects of moving these classes to earlier/later times and/or other days.

- Although implementing college hour 2x/week would cause problems with many of our lab offerings and our math classes that meet five days/week, our department is willing to work with the current T/Th college hour if our requests are met.
- In order to change our 5 days/week classes to 3 days/week meetings we would have to push forward/back all other MWF classes. Currently have very limited room and time slot availability.
- To make college hour 2x/week a reality we propose the following:
  1. Assign "new" space to offer the same amount of classes
     a. return MA 102 to Nat. Science dept.
     b. remodel LS 106 to become lab/lecture room to accommodate the need for rescheduling lab courses for allied health/kinesiology/ etc.program
     c. allow the usage of portable buildings.
  2. Extend college operation hours- end time 10 or 11pm,
     a. develop Saturday classes
     b. extend staff support (library, security, bookstore, cafeteria) for evenings/weekend student
  3. Consider meeting 1x/week and transitioning to 2x/week

**Fine Arts**
This document summarizes discussions the Fine Arts department has had on the following topics:

1) FA faculty support (or lack thereof) for the College Hour as an idea and, secondly, in its implementation;
2) Suggestions for the implementation for the College Hour;
3) The effects (and exceptions needed) should the College Hour be implemented as currently being proposed.

**College Hour as an Idea and as Implementation**
Over the course of our FA department meetings this semester, the department has repeatedly questioned how the institutional statements of “broad faculty support” for the College Hour
could be substantiated in light of the overwhelming lack of support within our rather large FA department. At our last FA department meeting, when this issue was brought up, it was asked of those present (approximately twelve faculty members) who supported the College Hour initiative: one faculty member expressed support. What resulted after this mini-vote may be instructive as to the seemingly divergent perceptions for the level of support for the College Hour. Our discussion separated the issue of the College Hour into two: general support for the idea of the College Hour (with its pros and cons), and, the concerns regarding how the College Hour is to be implemented including the impact it would have on students, faculty and staff. The result of the discussion was that faculty in the FA department, in general, may be more open to the idea of College Hour, however, much concern and disapproval remains in the implementation of the College Hour, particularly as it is currently be proposed.

The sense from the FA department is that the idea of the College Hour has been paraded around for some time now with the question of whether one approved or disapproves of the idea, however, no serious efforts have been made (until recently per Dr. Kinsella’s direction) to survey whether the implementation of the College Hour would receive a majority support (faculty/staff/students) in light of the ongoing concerns and potential impact on our institution.

**Concerns Regarding the College Hour Implementation as Proposed**

The FA department’s concerns regarding the implementation of the College Hour, as currently being proposed, are as follows:

1) It disrupts the MW /TuTh academic schedule. It will be a challenge for students/faculty trying to arrange work, childcare, etc. schedules. Students that depend on specific schedule demands, and/or adjunct faculty that have long established teaching schedules (particularly with other institutions), may not be able to accept a TuTh College Hour assignment.

2) It excludes many students from participating. For example, most students in the Studio Arts, Music, Languages, Communication will not be able to participate due to scheduling challenges (see section below on exemptions requested). Additionally, students that come to school only on MWs will not be able to participate.

3) It requires that sections be scheduled later in the day thus possibly jeopardizing small programs due to enrollments. This is a concern particularly for small programs that depend on fragile enrollment patterns.

4) There isn’t a strong confidence that the College Hour, as proposed, is sustainable over the long-term; rather, the sense is that the implementation phase of the initiative is rigid and short-sighted thus possibly resulting in substantial work needing to be accomplished later on.

To aid those responsible for research/input/implementation of the College Hour, the FA
department has some recommendations.

**College Hour Implementation Alternatives (to current proposal)**

1. **Friday College Hour:** The strongest recommendation the FA department can make for the implementation of the College Hour is to have it implemented on Fridays. By doing so, though it may take added effort to get going, it will have the best chance of being both meaningful and sustainable. A Friday College Hour can be used both as an Institutional Governance day as well as a College Hour (Day) where we truly come together as a community to partake in meaningful institutional governance, i.e., committees, taskforces, Flex activities, Union, Professional Development, etc. as well as community-building, i.e. club meetings, guest lectures, hosting conferences, social hours, etc.

   Additionally, by having our College Hour on Fridays, it would negate all the exceptions and exclusions being required due to it being offered during the week (M-Th).

2. **Fifth Block: College Hour One Block Later (than currently proposed):** Should Gavilan choose to not move the College Hour to Fridays, an alternative would be to move the College Hour to one block later than currently being proposed (see attachment). The FA department believes that by doing so it would aid in two primary ways: First, it would allow students wanting a full-time schedule (12 units) on TuThs an opportunity to do it between 810am-210pm rather than 810-320pm as is currently being proposed. Secondly, by allowing for more block sections prior to the College Hour, it may encourage more students to enroll in the 1250pm. Lastly, this Fifth Block option, should fall well within the Board of Trustees’ directive of implementing the College Hour as they did not specify a particular schedule that we had to adhere to.

   **FA Department Mock Schedule Spring 2014: Effects and Exceptions Based on Current College Hour Proposal**

   Should Gavilan College proceed with the current College Hour proposed schedule, a number of programs within the Fine Arts department will be applying for exceptions. We have developed a FA Department Mock Schedule for spring 2014 (per Dr. Rose’s request). Based on the careful work put into it thus far, the attached FA Department Mock Schedule Spring 2014 will have the following affects/exceptions requested:

   - **GREEN** Exception/Studio Art Courses: These courses are six hours long thus begin at 11:20am and end at 2:25pm; our facility space is impacted thus we cannot afford to let the studios sit idle for that entire block (1120-225P).

   - **BLUE** Exception/Communication: These FastTrack courses span TuWTh thus must adhere to the MW block schedule in order to maintain the integrity of the MW block schedule.
Exception/Spanish: These courses span four days (MTuWTh) thus need to adhere to the MW block schedule in order to maintain the integrity of the MW block schedule.

The remainder of the courses on the FA Department Mock Schedule are either: a) able to make the change (Gray) or are likely to make the change [YELLOW]. However, changes to the YELLOW courses will depend on the availability of space as they are dependent on the space availability from other department chairs.

In conclusion, it is the strong recommendation from the Fine Arts department that serious consideration be made to move the College Hour to Fridays to minimize detrimental effects that will surely arise if it is implemented as currently being proposed. Additionally, it is our firm position that, should the College Hour not be moved to Fridays, then top consideration be made to alter the currently proposed College Hour schedule to reflect the Fifth Block Schedule we have respectfully submitted to you here. Thank you for your serious considerations of our ideas and concerns. The FA department looks forward to hearing back from you soon regarding how the College Hour is to move forward towards implementation. Additionally, should you have any questions or concerns the FA department would like to extend an invitation to you to join us at our next Department meeting (April 26th).
## DRAFT COLLEGE HOUR ENGAGEMENT CALENDAR

*** All activities listed on this calendar will be held from 12:50pm-1:50pm.***

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<thead>
<tr>
<th>Tuesday March 4, 2013</th>
<th>Thursday March 6, 2013</th>
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<tbody>
<tr>
<td>• Time Management Workshop- Portable 11</td>
<td>• Comm Club Open Mic- Gazebo</td>
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<td>• Podcasting Workshop- Library TLC</td>
<td>• Test Preparation- Hollister 7</td>
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<td>• Karaoke Sing Off- Student Center</td>
<td>• Cosmo Fashion Show-Theater</td>
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<tr>
<th>Tuesday March 11, 2013</th>
<th>Thursday March 13, 2013</th>
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<tr>
<td>• Revising Your Essay- Writing Center, Library 120</td>
<td>• MLA Workshop- North/South Lounge</td>
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<td>• Anime Club Meeting- Student Center</td>
<td>• Teacher &amp; Student Picnic- Student Center</td>
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<tr>
<td>• Transferring to a 4 year Workshop- Portable 11</td>
<td>• Building Better Students Workshop- Library 120</td>
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<tr>
<th>Tuesday March 18, 2013</th>
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<tr>
<td>• St. Patrick's Gold Hunt- ASB Office</td>
<td>• Mock Interviews- Business 120</td>
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<td>• Cosmo Massage Station- Student Center</td>
<td>• March Madness Event- Student Center</td>
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<td>• Social Sciences Mixer- Social Science Bldg</td>
<td>• FASFA Workshop- Library 120</td>
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<tr>
<th>Tuesday March 25, 2013</th>
<th>Thursday March 27, 2013</th>
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<tr>
<td>• Tax Preparation Tips- Business 120</td>
<td>• Café Concert Series- Student Center</td>
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<tr>
<td>• Lunch with ASB Senate- Student Center</td>
<td>• Resumes 101- Portable 11</td>
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<tr>
<td>• Knights of Gavilan Meeting- ASB Club Room</td>
<td>• UCSC Transfer Presentation- Library 120</td>
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