I.   **Welcome**
     A friendly, productive small group discussion to help us into today's business

II. **Discussion: Review Updated Calendar Models and Finetune**
     Review 3 Calendar Models by applying our heuristic table and recommend modifications

III. **New Business: Plan Calendar Tours and Townhall Discussions**
     Finalize topics and dates and organize teams

     Calendar Tours: Let's Talk about the Distinguishing Features of 3 Calendar Models - publish March 27th and promote at the Scheduling Summit
     - ○ Model 1: Compressed/Flexible - no finals (5-10 minute tour)
     - ○ Model 2: Compressed/nonflexible - no finals (5-10 minute tour)
     - ○ Model 3: Compressed/Flexible - finals (5-10 minute tour)
       - ■ for each: 1) describe features using our heuristics tables, 2) highlight applied values (completion, learning, retention) and 3) describe potential downstream impacts

     Calendar Townhall, 3 Prototypes: Let's Talk about Finals and FLEX - Wednesday, April 3rd from 1:30-3:00pm
     - ○ common topics from feedback on Finals Week, then further discussion
     - ○ benefits of pacing/sustaining a prof. dev. program, then further discussion

     Calendar Townhall, 3 Prototypes: Let's Talk about Breaks/Holidays, Starts/Ends, and Intersessions - Thursday, April 11th from 1:30-3:00pm
     - ○ pros/cons of a winter intersession, then further discussion
     - ○ rules for observing holidays and breaks, then further discussion
     - ○ reasons for choosing start/end dates (including commencement), then further discussion

IV. **Assignments Before the Next Meeting**
     Review a draft agenda for the next Meeting, refine goals, and accept work assignments

V.   **Adjourn**

Welcome Activity

Please answer as either yourself, your MiraCosta-self, or both-selves:

If you could add 3 hours to one day of every week **or** add 1 week to one month of every year, which would you choose and how would you spend that time?