MINUTES

# September 2023 Curriculum Committee

Beginning at 4 PM on Wednesday September 20, 2023

Meeting location: Spruce 310

Non-voting Members: Debbie Fowler, Kathy Frisbie, Christiane Olivo, Gary Dukes, Deb Coates

**Voting Members:** Lynne Collins, Brooke Hosier, Steve Sjostedt, Carol Kuper, Leah Thomas, Jennifer Thistle, Robbin Schincke, Sally Shawcroft, Bill Miller, Monica Carrasco, Mattie Haney, Connie Mitchell

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| Program Entries | Program Changes MUST be approved by MCC curriculum Committee by the January meeting. |
| Course Entries |  |
| Informational Items |  |
| Committee Business | Discussion on curriculum process, degrees with designation, catalog process and CTE Gateway.   * Disciplines look over catalog and make sure course descriptions are correct and programs/courses are accurate. * CTE Faculty log into CTE gateway to view State information and compare to our catalog.   + Any discrepancies email to Leah and Kathy   + Complete this by October meeting. * CTE programs compare program approval to catalog and CTE gateway |
| Other Information | SFCC Representative Update-Carol & Bill   * Carol updated us on the new “Course Leaf” platform that will be replacing CCNS in the future. * VPIs submit any changes to SFCC by the 25th of each month. * 2:2 Conference update * Revision to board policy 971 * Discussed Catalog Review Process- collaboration of division chairs, student services, and administration. * Faculty Education on Curriculum Process at next Faculty meeting   Upcoming Curriculum Committee meeting schedule:   * Next Meeting October 16 @3:30pm   + 3rd Monday every month |