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
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| 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
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