

September 12, 2023 10 –12 pm ZOOM

Absent: Monty Johnson, Justin Berry, ADawn Nelson, Kari Koenig

The July minutes were approved as recorded.

Program Changes

Course Changes

Aviation Transition Plan

Program Specific Requirements (Standing Agenda Item)

None

Curriculum Committee

Lynette Neppel and Sarah Dorn will serve as co-chairs. This Committee will serve as the check point to make sure all pieces are completed for seamless approval. For example, does the change affect another program, make certain all forms completed correctly, advisory board support, what does the change mean for financial aid? A sample document of timeline changes was presented and will be updated for NCTC. This committee can also work on clean-up of programs that had been put on suspension.

Curriculum content / rigor will remain the responsibility of AASC.

Motion was made, seconded, and approved to create the Curriculum Committee. Suggestion was made for this committee to meet on Fridays, two times a month. The first meeting will be on September 22 at 9 am. Second meeting will be on Monday, October 2nd at 2 pm.

Dynamic Forms – Submission Process

After some discussion, a motion was made, seconded, and approved that the committee will use TEAMS as the submission storage location instead of Dynamic forms.

Official documentation will be stored on the N drive.

The curriculum committee will review the various submission forms and update per NCTC language.

2023-24 Meeting Schedule

Day	Date	Time	Location
Wednesday	October 11	1 – 3 pm	ZOOM
Tuesday	November 7	1 – 3 pm	ZOOM
Wednesday	December 6	10 am – 12 pm	ZOOM
Wednesday	January 17	1 – 3 pm	ZOOM
Tuesday	February 13	10 am – 12 pm	ZOOM
Wednesday	March 27	1 – 3 pm	ZOOM
Tuesday	April 16	10 am – 12 pm	ZOOM
Tuesday	May 7	10 am – 12 pm	ZOOM