



Committee Meeting Minutes

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| Meeting Date | Wed. January 11, 2017 |
| Meeting Time | 1:15-3:15pm |
| Meeting Location | Room 210 |
| Type of Meeting | |
| Committee | Curriculum Committee |
| Facilitator | Mandy Schram |
| Attendees | Tami, Mandy, Jeff, Cassy, Lucas, Nokomis, Delana, Lucy |

| Agenda Item #1: | | |
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| Time Allotted | Catalog revisions | |
| Presenter | Mandy Schram | |
| Discussion In order to improve the ability of students to transfer and the probability of an articulation agreement with Bemidji State University, catalog revisions need to be made. Course descriptions and outcomes need to be updated for each active class to better suit MNSCU requirements as well as the needs of our students. | | |
| Conclusions Faculty spent time revising course descriptions and outcomes. Materials were collected and proposal forms were to be made as complete as possible. | | |
| Action Items | Person Responsible | Deadline |
| Revise course descriptions and outcomes | All faculty | ASAP |
| Complete course proposal paperwork | All faculty | ASAP |
| | | |

Signature of Committee Chair

Date