Clarify Program Paths (2018-2019)

Meeting Notes

NAME OF COUNCIL/TEAM: Clarify Program Paths (2018-2019)

OBJECTIVE OF MEETING: Approve the team's work plan and timeline, approve more program roadmaps, discuss the work of the sub-teams, and finalize the PDF roadmap format.

DATE: 09/28/2018
TIME: 9:00am

LOCATION/ROOM #: Howard Hall Conference Room
CALL-IN NUMBER:
CALL-IN CODE:

FACILITATOR(S): Bill Simpson

TIMEKEEPER:

ASSISTANT: Viorica Petcan

MEMBERS PRESENT: Kate Jaques, Rocio Owens, Viorica Petcan, Marsha Reske, Lisa Roberts-Law, Kathy Rodgers, Bill Simpson

SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes
Upcoming mapping workshops	Bill Simpson	There will be drop-in mapping workshops in the ITC Training Room on October 9 (10:00-11:30 am), October 24 (1:30-3:00 pm), and November 15 (11:00 am-12:30 pm).
Mapping status report	Bill Simpson	Bill updated the team on the status of creating program roadmaps and showed them a spreadsheet they can use to monitor the status of program mapping.

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
Does the team approve the proposed PDF format for program roadmaps?	Bill Simpson	Yes.	Work with graphic designer to get map templates and start filling them in.
Does the team approve the proposed project work plan and timeline?	Bill Simpson	Yes.	Submit the work plan and timeline to the Student Success Council.
Does the team approve the program roadmaps in the folder in Basecamp?	Bill Simpson	Yes. • Administration of Justice AS-T • Administration of Justice A.S. • Environmental Conservation Technician (Conservation/Restoration) Certificate • Environmental Conservation Technician (Fisheries) Certificate • Environmental Conservation Technician (Forest/Rangeland) Certificate • Environmental Conservation Technician (Sustainability) Certificate • Environmental Conservation Technician (Vegetation) Certificate • Environmental Conservation Technician (Water Resources) Certificate • Environmental Conservation Technician (Wildlife) Certificate • Environmental Conservation A.S. • Environmental Conservation Certificate • Funeral Services Education A.S. • Kinesiology AA-T • Speech-language Pathology A.S.	

DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
What are the tasks and timelines for each sub-team? Who will lead each sub-team?	Bill Simpson	The team discussed the work of each of the sub-teams.
What is the appropriate language to use in roadmaps for stacked certificates? Which maps should get an honors statement?	Bill Simpson, Lisa Roberts-Law, Kathy Rodgers	The team discussed how to indicate in roadmaps that students can sometimes earn additional certificates if they take the suggested courses in a roadmap. They also discussed when it would be appropriate to include the honors statement.

ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person