Curriculum & Instruction Team Meeting
September 21, 2023
Minutes

C&I Team Members

X	Lori Armstrong	X	Wendy Harris
X	JoElla Basler		Lorena Hines
X	David Black	X	Dr. Dane Muckler
	Sabrina Black (advisory)	X	Dr. Ian Nicolaides
X	Keyarra Blissett		Mindy Reach
X	Danielle Boyd	X	Dr. Kristin Shelby (Chair)
	Dr. Darci Cather (advisory)		Rebecca Steinmetz (backup minutes)
X	Jessica Edwards (minutes)		Kristy Stephenson
X	Amanda Hannan	X	Dr. Ryan Thornsberry

I. Call to Order at 2:06 pm
II. Roll Call
III. Approval of Minutes from April 20, 2023 (Lori Armstrong made a motion; Wendy Harris seconded – motion carried)
IV. Additions to the Agenda
V. Action Items
    a. Allied Health (Dr. Ian Nicolaides)
        i. New course: HLT 0114-Health Careers Exploration (JoElla Basler made a motion; Dr. Ian Nicolaides seconded – motion carried)
    b. CTE (Wendy Harris)
    c. Humanities and Social Sciences (JoElla Basler)
    d. Math and Science (Lori Armstrong)
    e. Nursing (Amanda Hannan)

f. General Education (AA/AS/AGS)

g. Other

VI. Old Business

VII. New Business

a. Elect/Appoint Co-Chair (1-year term) to facilitate C&I Team meetings in absence of Chair.

i. Dr. Dane Muckler was elected Co-Chair. (Lori Armstrong made a motion; JoElla Basler seconded – motion carried)

VIII. Announcements or Area Updates

a. The last day for catalog changes is on November 28th, 2023.

i. Work on a process for the catalog.

IX. Upcoming Meeting Dates

a. October 19, 2023 (Items due by October 13, 2023)

b. November 16, 2023 (Items due by November 9, 2023)

c. November 30, 2023 (Items due by November 27, 2023)

d. January 18, 2024 (Items due by January 12, 2024)

e. February 15, 2024 (Items due by February 9, 2024)

f. March 21, 2024 (Items due by March 15, 2024 – Spring Break March 4-8)

g. April 18, 2024 (Items due by April 12, 2024)

X. C&I Team Policy/Procedures Development

a. Review of Policy 4210 - Curriculum Development Policy (First Read)

b. Recommendation for shared governance policy or procedure review on SCC website (https://shawneecc.edu/about/shared-governance)

XI. Adjournment (Dr. Ryan Thornsberry made a motion; David Black seconded – motion carried at 2:40 pm)