Date: **September 19, 2022,** Board of Trustees Meeting

From: Dr. Laurel Klinkenberg, Vice President for Instruction

Item: **Curriculum Committee Report**

The meeting convened at 10:30 a.m. on Monday, September 19, 2022. Attending virtually via zoom conference were Ms. Paula Hawley, trustee; Dr. Laurel Klinkenberg, vice president of instruction; Ms. Kristina Johnson, note taker. Absent, Mr. Mike Elbe, president; Mr. Andy Sprague, trustee.

During the meeting, the September 16th Curriculum Brown Bag information was shared and discussed which included presentations covering the updated curriculum process, the value and approvals of curriculum, and the importance of developing the electronic curriculum approval form which will streamline the submission process and approvals.

Other items discussed include the HLC Assurance argument which will be locked on September 23rd, with the Higher Learning Committee (HLC) reviewing files from September 26th thru October 23rd. Criterions 3 and 4 focus on Teaching and Learning (Instruction) and will be discussed during the faculty meeting on September 30th to prepare for the October 24th and 25th site visit. Scheduled meetings with various employees, committees, and the Board will be held during their visit. The HLC Steering Committee has led the college in gathering countless evidence files to validate and showcase the College for this comprehensive review for the affirmation of accreditation.

Meeting adjourned at 11:00 a.m.