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| AGENDA/MINTUES |
| Team Name | Program Topics and Processes (PTP) |
| Date | February 10, 2016 |
| Time | 8:30am – 10:00am |
| Location | A-113 |

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| Facilitator | Jenna Wornkey | Recorder | Jenna Wornkey |
| Topic/Notes | Presenter |
| Healthcare Documentation and Transcription Specialist CertificateInactivate due to low enrollment. Student graduates in May. Pull from all material. Email this week, the group. | Jane |
| AS in Criminal Justice changing to an AASeveral new courses. Move a few from CORR to CRIM. We will research a small Cert.  | Jane |
| Degree WorksWe will work to tighten up the right side of the CG. But the left side will be more open even though courses are listed.  | Jane |
| 2016 Catalog TimetableSee email and attachments. | Tana |
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**KBOR/HLC/ED update**

CAM Update

<http://docs.bartonccc.edu/research/internaldata/Process%20Maps/statusupdates.xlsx>

Let’s review upcoming new projects:

* Scales Technician Certificate Program In Phase 0
* MIS & Software Application Specialist Certificate Program
* Medical Scribe Certificate Program In Phase 0

Let’s discuss:

* Jenna KBOR Update
	+ Preschool Education
	+ PN
* Myrna HLC/Department of Education Update
	+ OSHA has been submitted to HLC.