

1. Welcome (5 mins)
2. Recap of our last session (20 mins) Ute Maschke
 - a. [Data Repository](#) - Program Finder update will take place October 18
3. Overview Recommendation Process & the components (5 mins) Joe Stark
4. Program Idea & Course Development Guidelines (30 mins) Ute Maschke
 - a. [Program and Course Approval Handbook](#) noncredit summary
 - b. Which guidelines do Adult Schools follow?
 - c. What other frameworks or strategies do you consider?
 - d. What would we want to see in place for our recommendation process?
5. Explore how a “Visualization Tool” might support the internal review processes? (15 mins) Heather Peterson
6. Roundtable (10 mins) Joe Stark
7. Wrap up - November - what might we want from COE (5 mins) Ute Maschke

Next meeting November 19, 2024 @ 1:00pm (zoom)