1. Welcome *(5 mins)*   Joe

2. Summary of work accomplished during February's meeting *(10 mins)*   Ute

3. Initial review of course submission form (30 mins)   Heather
   a. Introduction of form
   b. Individual reflections
   c. Small Group reflections
   d. Share out: What works, what might we add, and what might we adjust?

4. Test review: Southwestern College's Noncredit Manufacturing Technology Program *(30 mins)*   Ute
   a. Presentation *(Crystal Robinson, David Taylor)*
   b. Group discussion: Feedback for Southwestern College
   c. Additional feedback toward a next draft of course submission form

5. What's next? *(10 mins)*   Ute
   a. [Course & Program Recommendation](#)
   b. Revised submission form (and planning for transition to online form)
   c. Update data repository - March 31st deadline
   d. April 15: Best practices Regional Consortia CTE Program Recommendations
   e. May 21: in person stakeholder meeting

6. Roundtable *(5 mins)*   Heather

Next meeting April 15, 2025 @ 1:00pm (zoom)