

**COG – Course Outline Group**  
**June 1, 2015**  
**Room B3330**  
**3:00 pm – 4:00 pm**

# AGENDA

Item	Lead	Desired Outcome	Notes and Actions
1. <b>Welcome</b>	Sue Kloosterman		
2. <b>2014 Status Update</b> <ul style="list-style-type: none"> <li>• Fall 2014</li> <li>• Winter 2015</li> <li>• Spring 2015</li> </ul>	David Baker / All	Understand the overall performance of the Schools for the past academic year	
3. <b>2015 Status Update</b> <ul style="list-style-type: none"> <li>• Due dates (Fall, Winter, Summer)</li> </ul>	Sue Kloosterman	Plan and published the plan for the coming academic year	
4. <b>Membership review</b>	All	Revisit the membership of COG	
5. <b>Academic Council Survey Results/CLT recommendations</b> <ul style="list-style-type: none"> <li>• Course Outline Content / Teaching and Learning Plan</li> </ul>	Susan Kloosterman / Kris McBride	Revisions to the course outline process	
6. <b>Enhancements</b> <ul style="list-style-type: none"> <li>• Rollover amalgamation #80869 (Completed)</li> <li>• Catalog text #81397 (Last update – April 2, 2015)</li> </ul>	David Baker	Update to COG on ongoing enhancements	
7. <b>Other Business</b> <ul style="list-style-type: none"> <li>• Course outline documentation/policy guide</li> <li>• Accessibility statement (Audrey Healy)</li> <li>• UX review (halted)</li> </ul>	Sue Kloosterman / All	Clarity on work ahead – amended as necessary from item #5	