



**Secondary Course Catalog/Audit Committee
Meeting Schedule
2016-2017**

Date	Time	Purpose	Location
Monday, September 26, 2016	1:00 – 3:00 pm	Initial Meeting	DO 129
Monday, October 24, 2016	1:00 – 3:30 pm	Work Session	DO 129
Monday, November 14, 2016	1:00 – 3:30 pm	Work Session	DO 129
Monday, November 21, 2016	1:00 – 3:30 pm	Work Session	DO 129

- November 18, 2016 Secondary Course Request Deadline
- November 24, 2016 Final Draft Deadline
- December 7, 2016 Cabinet Approval
- December 9, 2016 Optional Final Draft Deadline
- December 14, 2016 Optional Cabinet Approval
(Last date to assure schools will receive printed catalogs by the end of January 2017)
- January 16, 2017 Catalog Available Online

Note: Schools who need hard copies of the catalog may arrange printing orders through Jim Belmont in the JSD Purchasing Department.