



Fall Advisory Committee Meeting

CIP CODE and PSN

Date

Time

AGENDA

1. Welcome—Introductions and review purpose of advisory committee
2. Elect Chair **(must be from Business or Industry) Note chairperson on minutes**
3. Elect Secretary or Scribe
4. Discussion Topics
 - a. Review discussion from last spring's meeting
 - b. Review old business
 - c. Program updates: Course syllabus for 2020/2021, courses offered and segments - Suggestions for changes/updates
 - d. Facilities and Maintenance of Program
 - e. CTSO/Student Leadership Development
 - f. Work-based Learning Continuum - opportunities for students
 - g. CPI's - changes and areas for improvement
 - h. Student credentials/certifications
 - i. Educational Materials

If desired: CREATE a surveymonkey or form for evaluation