

**HiTECC Advisory Committee**

**Meeting Agenda**

**Date: Wednesday, May 13, 2015**

**Time: 8:00 a.m.**

**Meeting Location: Joan Stout Hall, Room 112**

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| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Committee Chair
 | N/A |  |
| 1. Welcome and Introductions – Committee Chair
 | New members/guests introduced | 5 min. |
| 1. Approval of Minutes from Last Meeting – Chair
* **April 8, 2015**
 | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Advisory Committee Business-Cathy Sherick
 |  | 5 min. |
| 1. Program Status-CTE Dean Genevieve Howard
* **Start date update**
 |  | 5 min. |
| 1. Work Plan-Committee Chair and Mike Godson
* **2015-2016 Work Plan**
 | Implement strategies as outlined in work plan. If necessary, identify work groups. Finalize plan for implementation.  | 10 min. |
| 1. **Review HiTECC 160 Course Structure and Outcomes** – Mike Godson, Tonia Haney and Instructional Sub Committee
 | Identify work products and instructional assets required to complete course.  | 15 min |
| 1. **Marketing Plan** – Abby Bacon and Jason Crone
 | Present plan and strategize implementation.  | 15 min |
| 1. New Business
* **Student recruiting-Welcome Teresa Cole**
 | New business items are addressed by the committee. | 5 min. |
| 1. Summary of follow-up action items – Committee Chair
 | Summary of follow-up actions communicated to the committee. | 5 min. |
| 1. Establish next meeting date and adjournment – Committee Chair
 | Meeting date established. | 5 min. |