

**Web Design & Development Advisory Committee**

**Meeting Agenda**

**Thursday, June 2, 2016**

**6.00p.m – 8.00p.m.**

**Meeting Location: JSH 120**

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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
* **October 19, 2015**
 | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Cathy Sherick
* **General Updates**
* **Review of Bylaws**
* **Status of Committee officers**
 |  | 15 min. |
| 1. Director/division chair Report
* **Enrollment and student success updates**
* **K Plinz Sabbatical activities**
 | Informational for feedback | 15 min. |
| 1. Work Plan-Committee Chair and Program Director/Division Chair
* **Review of possible Work Plan items:**
* **External Hosting Research/Solutions**
* **Program Marketing & Promotion**
* **Development of Industry Partner (internships, speakers, field trips…)**
* **Plagiarism/Copyright/IP workgroup**
 | Implement strategies as outlined in work plan. If necessary, identify work groups. | 40 min. |
| 1. Old Business-Follow-up- Committee Chair
* **WD AAT 2016-17 Catalog changes**
 | Informational | 10 min. |
| 1. New Business
* **HDEV 200 as possible WD AAT requirement**
* **Consolidating Web programming classes**
 | New business items are addressed by the committee. | 20 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. |