

Clark College Advisory Committees - Agenda

Committee: Business/BASAM

Date: April 23rd

Time: 4:30-6 pm

Location: Zoom

The Meeting Agenda integrates the discussion topics with the Academic Plan. Please use the Work Plan boxes on the right hand side to take notes and record any assigned actions that arise from the meeting.

Work Plan Action Items

Meeting
Administration
(5-10 mins)

- Welcome and Introductions
- Approval of previous meeting minutes
- Set next meeting dates

Item: Fall Meeting Proposed options Dates?

Action:

Business Div
Updates

- Spring Enrollment BUS updates (Drew Johnson)
- BASAM Updates (Julie Lemmond) (Internships?)
- Review ByLaws
- New Part time Hires

Item:

Action:

Academic Plan Goal

- New 1 year Certificate of Proficiency in Front Office Management proposal (Mary Evens) Updates
- CTE Showcase recap (Helen/Julie)

Item:

Action:

Industry

- Outreach updates
- Vice Chair elect

Item:

Action:

Meeting Guidelines!

- The meeting is run by the committee Chair or Vice Chair
- The meeting will be more effective if the committee is engaged and participates in discussion
- Motions must be proposed, seconded and voted on: you can vote in favor, oppose or abstain.
- Please respect the schedules of members and keep to time