

**BMED Advisory Committee**

**Meeting Agenda**

**Date: Tuesday May, 27th 2014 Time: 5:30—7:30 p.m.**

**Meeting Location: Scarpelli Hall, Room 217**

|  |  |  |
| --- | --- | --- |
| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Jessica Pittman, Committee Chair
 |  |  |
| 1. Welcome and Introductions – Committee Chair
 | Introduce new Chair and Vice Chair, new members & guests  | 5 min. |
| 1. Approval of Minutes – Committee Chair
* **November 4th 2013**
 | Corrections and/or approval of minutes as written. **Vote** | 5 min. |
| 1. Office of Instruction Updates-Genevieve Howard
* **Foundation Funds**
 |  | 5 min. |
| 1. Director/division chair Report-Sunnie
* **Status of BMED**
 |  | 10 min. |
| 1. Work Plan-Committee Chair and Program Director/Division Chair
* **Committee member status**
	+ **8 members; 5 employee/3 employer**
* **Review of bylaws-quorum & attendance requirements?**
 | Implement strategies as outlined in work plan. If necessary, identify work groups.**Discussion & Vote** | 20 min. |
| 1. Old Business-Follow-up- Committee Chair
* **Proposed program changes-Sunnie, Trish, Ericha**
* **Directed Practice/Practicum**
* **AHIMA Virtual Lab-Funding/funding**
 | **Vote****Vote** | 30 min. |
| 1. New Business-Committee Chair
* **CAHEEP/MAERB Visit (Barbara)**
* **Common Core- Sunnie (Medical, BTEC)**
* **Updates for program changes (A&P, HIP, Communications course)**
* **Advisory three times a year?**
 | **Vote****Vote** | 35 min. |
| 1. Summary of follow-up action items and adjournment – Committee Chair
 | Summary of follow-up actions communicated to the committee. | 5 min. |
| 1. Establish next meeting date – Committee Chair
 | Meeting date established. | 5 min. |