CLARK COLLEGE
EST. 1933

Computer Programs Development Advisory Committee

Meeting Agenda
Date: November 14, 2012
Time: 6-8 pm
Meeting Room Location: JSH 115

Agenda Item	Expected Outcome	Time
I. Call Meeting to Order – Committee Chair	N/A	5 min.
II. Welcome and Introductions – Committee Chair	New members/guests introduced	5 min.
III. Approval of Minutes from Last Meeting - Chair	Corrections indicated and/or approval of minutes as written.	5 min.
IV. Office of Instruction Updates- Advisory Committee Business-Dedra Daehn		15 min.
V. Director/division chair Report		10 min.

VI. Work Plan-Committee Chair and Program Director/Division Chair
a) Curriculum
    Update on Web Development AAT
    Investigating MS Development Cert Options and potential offerings
b) Facilities/Equip*:*
    Server Specifications, External domain hosting
    Laptop specifications and recommendations
c) Instructional Quality and Effectiveness
    Further Development Industry contacts/participation
    Further development of curricula goals and content
d) Marketing and Public Relations
    Plan for Feedback and participation with Clark Communications and Marketing
	Vote for Approval
	
	Plan for follow-up
	
	Recommendations and Plan for follow-up
	
	Recommendations and Plan for follow-up
	
	Recommendations and Plan for follow-up
		40 min.

VII. Old Business-Follow-up- Committee Chair		10 min.
VIII. New Business-Committee Chair	New business items are addressed by the committee.	15 min.
IX. Summary of follow-up action items and adjournment – Committee Chair	Summary of follow-up actions communicated to the committee.	5 min.
X. Establish next meeting date – Committee Chair	Meeting date established.	5 min.