

**Computer Programs Development Advisory Committee**

**Meeting Agenda**

**Date: Wednesday, April 24, 2013**

**Time: 6—8 p.m.**

**Meeting Room Location: JSH 115**

|  |  |  |
| --- | --- | --- |
| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Committee Chair | N/A | 5 min. |
| 1. Welcome and Introductions – Committee Chair | New members/guests introduced | 5 min. |
| 1. Approval of Minutes from Last Meeting - Chair | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates/Advisory Committee Business-Dedra Daehn  * Advisory Committee Recognition Reception June 6, 2013 Come & Go 5:30—7:30 p.m. |  | 15 min. |
| 1. Director/Division Chair Report  * Status of new degree * Update on online course initiatives * Meet new Faculty Bruce Elgort & Chris Martin * CGT 105 Fall Qtr Collaboration with Cannell Library * Mark Smith & his contributions to CTEC & Clark | Informational and committee feedback | 20 min. |
| 1. Work Plan-Committee Chair and Program Director/Division Chair  * Ad Hocs revisited (items on server solution and MS certifications to be presented as New Business) * Marketing Plan | Implement strategies as outlined in work plan. If necessary, identify work groups. | 20 min. |
| 1. Old Business-Follow-up- Committee Chair  * Industry contacts for advisory, guest speakers and internships | Committee will update | 10 min. |

|  |  |  |
| --- | --- | --- |
| 1. New Business-Committee Chair  * Election of Officers * Microsoft MTAs * Amazon Hosting * New collaborations and direction | New business items are addressed by the committee. | 20 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. |