# BF logo letterhead

# Fitness Trainer Advisory Committee

# Meeting Agenda

Date: Wednesday, May 2, 2012

Time: 2:00-3:30 PM

 Meeting Room Location: OSC 204

1. Call to order- - - - - - - - - - - - - - - - - - - - - - Ms. Denise Croucher, Committee Chair
2. Welcome & Introductions
3. Approval of minutes from last meeting
4. Announcements/Feedback
	1. Triathlon-status of event-Friday, June 15, 2012 from 12-3pm at Lacamas Swim & Sport.
	2. Discuss feedback about ***Internship Fair 2012***
5. Work Plan
	1. Manage Growth: Limited Entry Program
	2. Alternate Graduation Date: December
	3. Tablet Technology and Fitness Trainer Curriculum-report on progress
6. Next Meeting Schedule

**Members:**

* Louise Allen (Vice Chair), Marshall Center
* Kara Carlson, Northwest Personal Training
* Denise Croucher, Lacamas Swim and Sport
* Alex McMillan, ALX Fitness
* Steven Phillips, West Coast Fitness
* Nick Jackson-24-Hour Fitness
* David Hart-Touchmark
* Adrienne Sousa, Northwest Women’s Fitness

**Program Faculty:**

* Lisa Borho, Program Coordinator
* Heidi Marshall, Group Fitness Certificate
* Bridget Raach, adjunct faculty
* Bob Maves, adjunct faculty
* Garrett Hoyt, adjunct faculty
* Mike Arnold, faculty

**Others:**

* Tim Cook, Vice President of Instruction
* Blake Bowers, Dean Bus & Hlth Science
* Dedra Daehn, Office of Instruction
* Shigemi Nakamura, Office of Instruction
* Shelley Ostermiller, Advising
* Edie Blakley, Career Services

**Program Advisory Committee Work Plan - 2011-12**

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| **Annual Goal Area** | **Strategies** | **Timeline** | **Advisory Committee Member Participation** |
| **CURRICULUM****Goal(s):**Marketing project for students. Tablet applications | **Marketing project for students**. Plan and implement a “quick” fundraiser or plan for an event that already exists (e.g. Shamrock run) to recruit clients. Do in internship? In FT 270, start with volunteering for an event in town?  |  | Denise Croucher |
| **Tablet applications:** Determine if adding Tablets as a program requirement should be mandatory. Cost of tablet may be offset by electronic versions of textbooks. Need to develop curriculum to teach students to use the technology for business (electronic release forms, bill-pay apps), resources (electronic client folders, nutritional apps, coaching apps, video), and educational (kinesiology apps in particular) |  | Input from all advisory members.  |
| **INSTRUCTIONAL QUALITY & EFFECTIVENESS****Goal(s):**Manage growth.Alternate graduation date and rearranging classes to address feedback from students. | **Manage growth.** Determine if we should develop a limited entry program (as opposed to a competitive entry program). Determine criterion.**Alternate graduation date**: First reading of alternate graduation date and new schedule of classes presented at 2/15/12 meeting. Addressed load and order of classes issue, as well as limited entry and graduation date that better corresponds with club needs. |  | Input from all advisory members. |
| **INSTRUCTIONAL AND LEARNING EXPERIENCES****Goal(s):** Plan Tri-it triathlon for 2012 graduates. | **Try-it triathlon**—possible at Lacamas Swim & Sport. |  | Denise Croucher David Hart |
| **MARKETING/PUBLIC RELATIONS****Goal(s):**Develop ambassadors at local businesses.Recruit additional internship sites. | Develop ambassadors at a variety of employers with graduates of Clark’s program promoting graduates for jobs.Recruit additional Internship sites. | Internship fair 2/24/12 | Input from all advisory members. |
| **FACILITIES & EQUIPMENT****Goal(s):**Approve equipment list provided | **Approve equipment list provided.**Foundation fund application submitted 2/3/12 to Dean. | Voted via email Fall 2011 to approve. | All |