

**Fitness Trainer Advisory Committee**

**Meeting Agenda**

**Date: Wednesday, August 6, 2014**

**Time: 3:00 pm**

**Meeting Location: O’Connell Sports Center, room 204**

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| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Committee Chair | N/A |  |
| 1. Welcome and Introductions – Committee Chair | New members/guests introduced | 5 min. |
| 1. Approval of Minutes from Last Meeting – Chair 2. **April 16, 2014** | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Advisory Committee Business-Dedra Daehn 2. **Perkins & Worker Retraining Grant awards 2014-15** 3. **Credit for Prior Learning—program launch** 4. **Updated Advisory Committee Handbook** 5. **Committee rosters** 6. **Save the Date—Advisory Committee Recognition event – Wednesday, March 18, 2014, 7:30 a.m. – 9:00 a.m. Regional economist Scott Bailey will be guest speaker** |  | 10 min. |
| 1. Director/division chair Report:    1. **Outcomes assessment work**    2. **Fall enrollments are soft—need ideas for better marketing program in our community.**    3. **Report results for NASM-CPT exam.** |  | 30 min. |
| 1. Work Plan-Committee Chair and Program Director/Division Chair    1. **Plan Meet & Greet to introduce local fitness leaders to the Clark College program.**    2. **Provide input on what classes to include in a Corrective Exercise Certificate** | Implement strategies as outlined in work plan. If necessary, identify work groups. | 40 min. |
| 1. Old Business-Follow-up- Committee Chair |  | 10 min. |
| 1. New Business-Committee Chair    1. **Elect chair & vice chair** | New business items are addressed by the committee. | 10 min. |
| 1. Summary of follow-up action items – Committee Chair | Summary of follow-up actions communicated to the committee. | 5 min. |
| 1. Establish next meeting date and adjournment – Committee Chair | Meeting date established. | 5 min. |