

**Web Design & Development (WDD) Advisory Committee**

**Meeting Agenda**

**Date: Monday, October 27, 2014 Time: 6:00 p.m.**

**Meeting Location: Joan Stout Hall, Room 115**

|  |  |  |
| --- | --- | --- |
| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Committee Chair
 | N/A |  |
| 1. Welcome and Introductions – Committee Chair
 |  | 5 min |
| 1. Committee business
* **Election of Officers**
* **Committee bylaws**
 | Corrections indicated and/or approval of minutes as written. | 5 min |
| 1. Office of Instruction Updates- Advisory Committee Business-
* **Perkins & Worker Retraining Grant awards 2014-15**
* **Credit for Prior Learning—program launch**
* **Updated Advisory Committee Handbook**
* **Committee rosters**
* **Advisory Committee Recognition event – Wednesday, March 18, 2015, 7:30 a.m. – 9:00 a.m. Regional economist Scott Bailey will be guest speaker**
 |  | 10 min |
| 1. Program Director Report
 |  | 10 min |
| 1. Work Plan – Committee Chair & Program Director
2. **Facilities & Equipment*:***
* **Displays for student work (use of excess fees account)**
* **External hosting service update (specs & solutions)**
* **Mobile testing lab (equipment approval)**
1. **Curriculum:**
* **Overview of instructional programs**
	+ **Web & Graphic Design AAT degree**
	+ **Web Design & Graphic Design Certificates**
	+ **Web Development AAT degree**
	+ **Web Programming Certificate**
* **Curriculum changes (need advisory approval)**
	+ **PTWR 160 (ENGL 160) Writing for the Web**
	+ **Computational GE PTCS 110 for AAT degrees**
	+ **ART 118 & ART 270 revisions to CGT programs**
	+ **CTEC course revisions**
1. **Industry & Real-world Learning Experiences*:***
* **Internships and classroom client work**
* **Scholarship-intern fund development strategies**
* **Input for industry contacts, field trips, meetings…**
 | Implement strategies as outlined in work plan. If necessary, identify work groups. | 60 min |
| 1. Summary of follow-up action items – Committee Chair
 | Action items are summarized to committee. | 5 min |
| 1. Establish next meeting date and adjournment – Committee Chair
 | Meeting date established. | 5 min |