

**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**

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| **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 |