

**Web Design & Development Advisory Committee**

**Meeting Agenda**

**Thursday, June 2, 2016**

**6.00p.m – 8.00p.m.**

**Meeting Location: JSH 120**

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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  * **October 19, 2015** | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Cathy Sherick  * **General Updates** * **Review of Bylaws** * **Status of Committee officers** |  | 15 min. |
| 1. Director/division chair Report  * **Enrollment and student success updates** * **K Plinz Sabbatical activities** | Informational for feedback | 15 min. |
| 1. Work Plan-Committee Chair and Program Director/Division Chair  * **Review of possible Work Plan items:** * **External Hosting Research/Solutions** * **Program Marketing & Promotion** * **Development of Industry Partner (internships, speakers, field trips…)** * **Plagiarism/Copyright/IP workgroup** | Implement strategies as outlined in work plan. If necessary, identify work groups. | 40 min. |
| 1. Old Business-Follow-up- Committee Chair  * **WD AAT 2016-17 Catalog changes** | Informational | 10 min. |
| 1. New Business  * **HDEV 200 as possible WD AAT requirement** * **Consolidating Web programming classes** | New business items are addressed by the committee. | 20 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. |