

 **Welding Technology Advisory Committee**

**Meeting Agenda**

**Date: Wednesday, May 7, 2014**

**Time: 5:30 pm**

**Meeting Location: Building AA2, Room 105**

|  |  |  |
| --- | --- | --- |
| **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
* **November 6, 2014**
 | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Advisory Committee Business-
* **Adjunct faculty member update**
* **Committee membership**
* **Vendor representation**
 |  | 10 min. |
| 1. Director/division chair Report
* **Program updates**
* **Summer class offerings**
* **Anderson proposal results**
 |  | 20 min. |
| 1. Work Plan-Committee Chair and Program Director/Division Chair
* **Discuss marketing of the new Welding program. Add to work plan**
 | Implement strategies as outlined in work plan. If necessary, identify work groups. | 40 min. |
| 1. Old Business-Follow-up- Committee Chair
* **Update of Tenure Track Welding Instructor position**
* **Need for additional blueprint & metallurgy instructors**
 |  | 20 min. |
| 1. New Business-Committee Chair
* **Election of Officers**
 | 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. |