

Committee Minutes

Advisory Committee Review, Development and Training Committee

10/31/16, 3:00 pm, Nell Currie Conference Room

Members present: F = April Hrabar, Kenjuana McCray, Lisa Johnson, Lori Register, Richard Kugelmann, David Teeter, Marty Fulton, A = Dean Pam Gibson and Dean Susan Ellis

Legend: (A= Administration, F = Faculty, S = Staff)

Members absent: F = Pia Duncan; A = Jolee Marsh (in meeting with Dr. Brand)

Legend: (A= Administration, F = Faculty, S = Staff)

OLD BUSINESS: Reviewed 2015-2016 work: 1. survey's conducted for consolidating similar program advisory committees and whether to have the annual kick-off dinner or individual meetings) and 2. Review Manual Proposed Changes resulting in submission to Dr. Brand for approval.

NEW BUSINESS: 1. Election of new officers; form to be completed and submitted by Kugelmann

Actions/Activities/Assignments before next meeting: Incoming and outgoing Committee Chairs will set a joint meeting with Dr. Brand to approve manual revisions and set agenda for the upcoming year.

Next Meeting: To be determined after meeting with Dr. Brand

Adjournment: Kugelmann made a motion to adjourn, Teeter seconded, motion passed

Minutes Prepared by: Richard Kugelmann

Minutes Approved by: Richard Kugelmann

Minutes submitted to Office of HR & IEA for Web Page Posting: submitted on 11/1/16