

# Clark College Advisory Committees - Agenda

Committee: **CTEC Advisory Committee Meeting**  
Date: **Friday, October 14<sup>th</sup>, 2022**  
Time: **8:30-10:00am**  
Location: **Zoom Online**

The Meeting Agenda integrates the discussion topics with the Academic Plan. Please use the Work Plan boxes on the right hand side to take notes and record any assigned actions that arise from the meeting.

## Work Plan Action Items

Meeting Administration (5-10 mins)	<ul style="list-style-type: none"><li>•Welcome and Introductions</li><li>•Approval of previous meeting minutes</li><li>•Set next meeting dates</li><li>•Announcements from the college and/or department</li></ul>	Item: Action:
Academic Plan Goal	<ul style="list-style-type: none"><li>•Armetta Burney</li></ul>	Item: Action:
Academic Plan Goal	<ul style="list-style-type: none"><li>•John McKee - New Dean</li><li>•Bruce is Back</li><li>•Incorporating new course materials</li></ul>	Item: Action:
Academic Plan Goal	<ul style="list-style-type: none"><li>•Winter and Spring schedule are being sent in this week</li><li>•Student run help desk is live</li></ul>	Item: Action:
Academic Plan Goals	<ul style="list-style-type: none"><li>•Industry Updates/Other News</li></ul>	Item: Action:

**Meeting Guidelines!**

- The meeting is run by the committee Chair or Vice Chair
- The meeting will be more effective if the committee is engaged and participates in discussion
- Motions must be proposed, seconded and voted on: you can vote in favor, oppose or abstain.
- Please respect the schedules of members and keep to time

