



HLC Accreditation Evidence

Title: Example - Advisory Board Meeting Agendas

Office of Origin: Vice President of Instruction - WTCE

Advisory Boards
Example Meeting Agenda

Program	Fall	Spring
Auto	<p>Fall Agenda</p> <ul style="list-style-type: none"> • Board discussion – employer expectations for employees • Curriculum Approval process and updates • Enrollment increase • NATEF self-review • WTCE program updates • Request for assistance with identifying associate faculty • Board input – comments 	<p>Spring Agenda</p> <ul style="list-style-type: none"> • Enrollment update for 2017 • Updates from NATEF faculty training • Update on faculty ASE certification • Request for assistance with identifying a part-time instructor • Welding program update • Guest speakers for auto program
Nursing	<p>Fall Agenda</p> <ul style="list-style-type: none"> • NCLEX Pass Rates (concerns, goals) • Program Enrollment status – applicant pool • Consideration of a part-time program for working students • ACEN Self-Study forum overview • Preparation for ACEN and KSBN PN Site Visits • New Program Launch – Mental Health Technician 	<p>Spring Agenda</p> <ul style="list-style-type: none"> • Annual Advisory Board Survey • Site Visit Updates • Program Updates • Update – implementation of new curriculum • Faculty Updates • Recruitment Activities • Advisory Board Hot Topics