Advisory Committee Meeting Minutes

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| CHAIRPERSON: |
| MEETING DATE: | MEETING TIME: | MEETING PLACE: |
| RECORDER: |  | PREVIOUS MEETING: |

MEMBERS:

|  |  |  |  |
| --- | --- | --- | --- |
| (P✔) | Name and Title (List all members) | Business Affiliation | Name and Title |
|  |  |  |  |
|  |  |  |  |

OTHERS PRESENT:

|  |  |  |  |
| --- | --- | --- | --- |
| (P) | Name and Title | Business Affiliation | Name and Title |
|  |  |  |  |
|  |  |  |  |

AGENDA

|  |  |  |
| --- | --- | --- |
| Agenda Item | Action, Discussion, Information | Responsibility |
| Approve Minutes from Last Meeting |  |  |
| Old Business: |  |  |
|  |  |  |
| New Business: |  |  |
|  |  |  |
| Curriculum Decisions: |  |  |
|  |  |  |
| Other: |  |  |

MINUTES

|  |  |
| --- | --- |
| Key Discussion Points | Discussion |
| Old Business: |  |
|  |  |
| New Business: |  |
|  |  |
| Curriculum Decisions: |  |
|  |  |
| Other: |  |

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| --- | --- | --- |
| CHAIRPERSON SIGNATURE (or designee): | DATE: | NEXT MEETING: |