

2016-2017 “YOUR PROGRAM” MEETING - MINUTES

Date: 10/18/2016		Time:		Location:	
Type of meeting	Advisory Committee meeting				
Chairperson					
Note taker					
Timekeeper					
Attendees with Affiliations					
Topic	Introductions		Jim Ply		
Discussion	Role of Advisory Member				
Conclusion					
Action Items			Person	Deadline	
Topic	CPI Data Overview/Follow Up Data		Diana Allard		
Discussion					
Conclusion					
Action Items			Person	Deadline	
Topic	Articulation and CATEMA				
Discussion					
Conclusion					
Action Items			Person	Deadline	
Topic	Program Updates				
Discussion					
Conclusion					
Action Items			Person	Deadline	

Your LOGO and Program Location

Topic	Facilities & Maintenance of Program	
Discussion		
Conclusion		
Action Items	Person	Deadline
Topic	Field Trips and Work Based Learning	
Discussion		
Conclusion		
Action Items	Person	Deadline
Topic	Equipment Needs	
Discussion		
Conclusion		
Action Items	Person	Deadline