

Cerritos College - Department's Advisory Committee Meeting Agenda

Date: _____

1. Welcome and Sign-in

- FT Faculty Members: _____
- PT Faculty Members: _____
- District Employees: _____
- Students: _____
- Industry Representatives: _____

2. Introductions

3. Approval of Previous Minutes

4. Program Overview

Fall Semester Focus: Data Presentation & Goal Setting

- **Enrollment Trends:** Full-time equivalent students and projected growth.
- **Student Success & Retention Rates:** Presentation of historical data and trends.
- **Disaggregated Data & Disproportionate Impact:** Identification of equity gaps and areas for targeted intervention.
- **Curriculum Development:** Proposed changes and alignment with industry standards.
- **Technology & Equipment Needs:** Presentation of new equipment acquired and future needs.
- **Faculty Involvement:** Overview of professional development, events attended, and outreach efforts.
- **Marketing & Recruitment Strategies:** Discussion of past efforts and upcoming initiatives.
- **Goal Setting:** Establishing measurable objectives for student success, curriculum improvements, and workforce alignment.

Spring Semester Focus: Evaluation & Results

- **Progress Toward Fall Goals:** Review of objectives set in the Fall and an assessment of progress.

- **Quantitative Reports:** Presentation of student success, retention, and equity impact based on measurable data.
- **Industry Certification & Job Placement Data:** Evaluation of employment outcomes and student preparedness for industry certifications.
- **Curriculum Effectiveness:** Discussion of implemented changes and their impact on student learning and workforce readiness.
- **Program Challenges & Lessons Learned:** Reflection on obstacles encountered and strategies for continuous improvement.

5. Industry and Workforce Alignment – Jobs for students

- Review of job opportunities and hiring trends.
- Employer feedback on student preparedness and skill alignment.

6. Committee Member Feedback & Discussion

- Industry and faculty perspectives on program strengths and areas for improvement.

7. Open Discussion

8. Scheduling of Next Meeting & Adjournment