

CARL SANDBURG COLLEGE

Board of Trustees Meeting

Regular Meeting – October 25, 2007

Item 4.3 Appointment of Drafting/Machine Tool Advisory Committee Members

Focal Points and Goals

A-1, 2 & 3

Background

Carl Sandburg College has had Program Advisory Committees for its fifty plus degree and certificate programs since the College's inception, as required by the Illinois Community College Board and many of the external licensing agencies for programs. Many community residents have volunteered thousands of hours to provide input and guidance in an advisory capacity, to assure the graduates of the programs are employable and prepared to take any required external licensure exams. The specific charge of an advisory committee may be simple but is very critical to the long-term success of a program. The charge consists primarily to:

- attend the called meetings,
- give formal and informal feedback to the program,
- act as the liaison between the college and appropriate community,
- understand they act in an advisory capacity only to the College and programs.

This charge is carried out in a variety of ways through the twenty plus committees the College utilizes. Committees meet between one and four times a year depending on the perceived need to meet and obtain formal feedback for such items as the need for keeping the program(s) academically and/or technologically up-to-date and assurances that current instruction prepares future employees in the best possible manner.

It is the Administration's feeling the program advisory committees should be publicly recognized for their contributions to the College and the community by appointing them on a committee by committee basis formally by the Board of Trustees for a two-year time period on a cyclic basis on their renewal dates.

Recommended Action

The Administration recommends the Board of Trustees appoint the attached list of nominees to the Drafting/Machine Tool Advisory Committee Members for a two-year time period effective November 1, 2007.