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| **Program Advisory Committee Agenda** |
| **Program:** **Date:****Time:** **Location:**  |
| **No.** | **Item** | **Lead** | **Timing** |
| **1**  | **Welcome and Opening Remarks**  | Chair |  |
| **2** | **Approval of agenda**  | All |  |
| **3** | **Approval of the minutes** from the meeting held (date, attach) | All |  |
| **4** | **Business arising from minutes**  | Open |  |
| **5.** | **Update on Program metrics** |  |  |
| **6.** | **Industry/Business Trends/Labour Needs**  | Members |  |
| **7.** | **Curriculum Relevance/Emerging professional/legislative issues/Work Integrated Learning Experiences**  | Members, organizers |  |
| **8.** | **Opportunities for continuing education courses** | Members, organizers |  |
| **9.** | **Academic equipment/facility needs of the program** | Members, organizers |  |
| **10.** | **Applied Research**  | Members, organizers |  |
| **11.** | **Donations/Fundraising opportunities** | Members, organizers |  |
| **12.** | **New programming ideas to meet emerging industries** | Members, organizers |  |
| **13.** | **Student/Graduate Success**  | Members, organizers |  |
| **14.** | **New Business** | Open |  |
| **15.** | **Adjournment & Next Meeting** (confirm next meeting date) | Organizers  |  |
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