



**Do the meeting minutes reflect that the:**

Chair conducts meetings: yes  no

Committee voting members attending are clearly identified on the minutes: yes  no

Are faculty, staff, and administrators counted as voting members? yes  no

Committee makes recommendations on: curriculum, equipment, instructional quality/delivery, student employment and realistic enterprise (if applicable) yes  no

How does the college provide information back to the committee members in response to the Advisory Committee's recommendations?

- At a Program Advisory Committee meeting
- By letter or email
- College does not respond back to the Advisory Committee's recommendations
- Other

Comments: