CAREER AND TECHNICAL EDUCATION PROGRAM ADVISORY COMMITTEE SELF-ASSESSMENT

The Program Advisory Committee Self-Assessment is based on the SBCTC Policy and Procedure Manual, Chapter 4, <u>Appendix E: College Advisory Committee Procedures</u>.

College Name:		Date:
CTE Program:		
MEMBERSHIP Advisory Committee	e member training, including e	ethics, is conducted:
On an individual	member basis	At a college-wide advisory committee event
At a program ad	visory committee meeting	Other
Is the roster current	as of 2023-24? yes no _	
Does the college app	point the advisory member fo	r a designated term (1, 2, 3 yrs.)? yes no
Number of committe	ee members: (min. 5 recor	nmended)
Chair identified on re	oster: yes 🗌 no 🗌 Gend	ler/cultural diversity in committee: yes
Committee compose	ed of: # Employees # E	mployers # Labor # JATC
If no organized labor member placed? ye		committee, have you contacted your labor liaison to get a
	mbers tracked: yes no 0% of the meetings should be contacted	and removed if they cannot commit to attending 50% or more of the meetings.
MEETINGS	_	_
Are the minutes for		no 🔛
1 st meeting date 2 nd meeting date	Quorum present yes Quorum present yes	no
Are the minutes for	2021-22 on file? yes	no 🗌
1 st meeting date	Quorum present yes	no
2 nd meeting date	Quorum present yes	no
Are the minutes for	2020-21 on file? yes	no 🗌
1 st meeting date	Quorum present yes	no 🗌
2 nd meeting date	Quorum present yes	no 🗌

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:		