

Effective Advisory Committees

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Advisory Committees

Why do we have Advisory Committees?



Why?

- Required
 - By Law
 - By Accreditation
 - By Program Review
 - By Common Sense



Common Sense

- What is Happening in Industry
- Who's Hiring Who's Not
- What Skills Do They Need
- Job Announcements
- Communication with Industry
- Work Experience
- Effectiveness of Program



Who Makes Up an Advisory Committee?

- Employers/Employees
- Students
- Faculty-Full and Part Time
- Program Coordinator/Department Chair
- Vocational Dean (Board Rep)
- Articulation Partners
- Counselor
- Competition/Others



Advisory Committees

What does an Advisory Committee do?



... in general

- Review, Advise on & Suggest Curriculum
- Review, Advise on Certificate and Degree Options
- Inform about Labor Market Trends
- Advise on Industry Educational Opportunities
- Recommend Equipment, Supplies, and Facilities Needs
- Assist in Placing Graduates

Local Advisory Committees

- Review Curriculum
- Enforce Standards and Student Competencies
- Long Term Planning & Program Review
- Liaison With Business and Industry
- Assist with Funding
- Assist with Public Relations

Two Examples

- Program Review
- Funding

... as part of Program Review

- Collects data
- Assists in documenting program needs
 - Such as equipment, space, fiscal, ...
- Assists in revision of SLOs and COR
- Advocacy efforts
- Writing report

Program Review

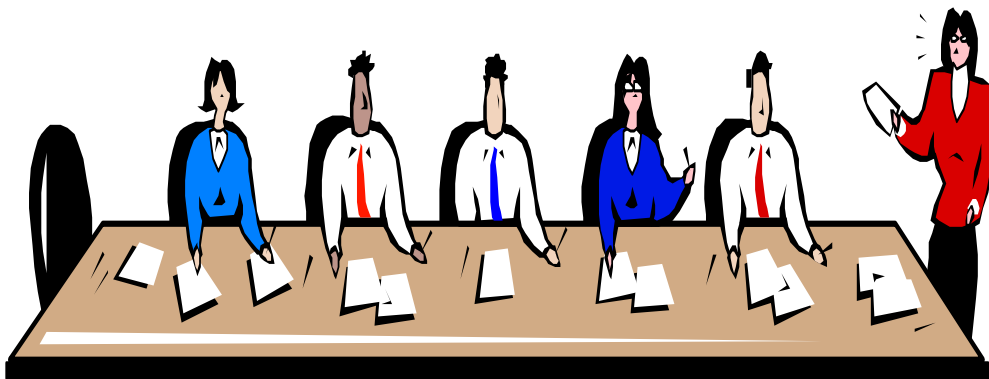
- Suggesting or assist in developing course content
- Assist in recruiting qualified instructors
- Professional Development
- Facilities and Equipment
- Cooperative Work Experience
- Program Management
- Advisory Committee

Program Review (Cont.)

- Student Advising
- Leadership/Student Organizations
- Career Exploration
- Communications with other Voc. Prog.
- Placement and Follow-up
- Continuing Education
- Extended Employment (Summers, etc.)

Local Advisory Committees

- Encourage Research and Technology
- Assist with Funding Beyond Local Budget Constraints



Type of Funding at Local Level

- Annual Fund Drives
- Special Drives For Special Projects
- Endowments or Foundations
- Other



Common Uses of Funding

- Procure Capital Items
- Assist Operational Needs to Cover Budget Shortfalls
- Student Benefits:
 - Scholarships
 - Working Grants
 - High School Recruiting
 - Promote Community Involvement By The Students



Other Considerations

- Where does the review go when you complete it?
- Does your college have any public or college-wide program review presentation?
- Find committee members with local political clout
- Consider attaching committee minutes to your program review
- Read the ASCCC paper “Program Review: Setting a Standard”
- Remember, an advisory committee can help prevent program discontinuance
- Others???



Advisory Committees Best Practices

What Has Worked Best For You?



More Info:

www.asccc.org

THANK YOU!