**Advisory Committee Meeting Minutes**

**April 24, 2014**

**Engineering Technology**

**Advisory Committee Members in attendance:**

**Amir Niczad, Billie Adeimy, Mark Treadaway, Brain Terry, Dr. Clark, Lee Eller**

The Advisory Committee meeting was held in Forte 319. A light supper was provided.

The following was discussed:

* Poor turnout started the discussion to add new committee members that will be more active
* Program completion guides need to be completed during each advising and registration
* How to advise current student through the recent catalog changes
* Points of contact with Pilkington for Internships (make sure they aren’t being contacted by too many RCC representatives)

Although attendance was low, the meeting was productive in working through a few internal issues with registration and advising.