

## **Advisory Meeting Sample Agenda**

### **(Program Name) Advisory Committee Agenda**

**Date**

**Time**

**Location**

- 1. Welcome and Introductions**
- 2. Minutes of the Last Meeting**
- 3. Old Business**
  - A. Review of Follow-Up Items From Last Meeting**
  - B. Review Program Improvement Plan from Prior Year**
  - C. Review Student Survey Results from Spring**
- 4. New Business**
  - A. Curriculum & Competency Review**
  - B. Review Placements Results**
  - C. Facilities and Equipment Review – Budget Planning**
  - D. Student Internship/Clinical Site Review**
- 5. Set Next Meeting Date**
- 6. Miscellaneous Discussion Items**
- 7. Meeting Adjournment**

