

PROGRAM MANAGER: Claudie Biggers		
MEETING DATE: 6/07/2018	MEETING TIME: 12:00PM	MEETING PLACE: Warren Hall 211
RECORDER: Jerica Pollard		

MEMBERS ( P=Present)

P	Name and Title	Business Affiliation
P	Angie Hannah	
	Zac Badrow	Environmental Health for the City of Amarillo/Public Health
P	Claudie Biggers	Program Manager /Amarillo College
P	Ken Pirtle	Botanical Gardens
P	Teresa Clemmons	Grant Coordinator/Amarillo College
	Clark Dillin	King Ranch Turf Grass
	Toni Gray	Dean of Continuing Education/Amarillo College
	Jimmy Heisler	Director of nonprofit missions association, aquaponics food productions
P	Bonnie Pendleton	Plant Sciences and pest management Instructor/WTAMU
P	Jerica Pollard	Administrative Assistant/Amarillo College
P	Dan Porter	Biological Sciences Instructor/Amarillo College
P	Jacob Price	Curriculum Specialist / Amarillo College
P	Carol Buse	Dean of STEM / Amarillo College
	Kara Young	High Plains Food Bank
P	Justin Young	High Plains Food Bank
P	Brent Auvermann	Texas AgriLife Research and Extension Center
P	Arlene Wimer	Chief of Resource Management Lake Meredith National Recreation Area

AGENDA

Agenda Item	Action, Discussion, Information	Responsibility
<b>Call to Order</b> Zac Badrow co-chairperson Kara Young co-chairperson	Not present	
Welcome and Introductions	Introductions Check minutes for corrections- Suggestions	
Approval of Minutes	Approved by all members 6/7/18	

Director Report Claudie Biggers	Prospectus, Advertisement, Enrollment, Summer Internship, Prospectus and response, Construction, Current Enrollment, Projected Enrollment, Program can admit, Internships, Student Success Strategies, Enhanced Academic Advising, Mentoring, Hands on Research and Problem Based Learning, Mandatory Tutoring if exam grades fall below 70%, Program instruction: 1 full time faculty, 2 part time faculty. Passed brochure around for advertising Summer internship research experience Students have access to.	
VP of Academic Affairs	Not present	Dr. Tamara Clunis/Mr. Frank Sobey
Dean of STEM Report	This is a exciting opportunity for our students and the community.	Dr. Carol Buse
Building Celebration	Building dedication Sept 27, at 5:30pm Please plan to attend.	Gerek Burford
New Courses	Certificate courses will start this fall. Our first class will complete requirements May of 2019.	Claudie Biggers

## MINUTES

Key Discussion Points	Discussion
Licensures: State and Local Levels Example: Pesticide Certification	Are there licensing requirements that are recommended or improve graduates marketability?  Responses: OSHA, irrigation license and course Certification for native plants and landscaping Software programs for landscaping add in to curriculum, Xeri scape, Pest control certification/License.
What are the best Way to Identify Industry Standards	Please discuss desirable traits needed for our graduates in the workforce.  Surveys distributed  Surveys and address updates were not collected  Certifications in landscaping, Pest control, OSHA.

Internships needed	<p>AC students need real working exposure, we need local businesses who are willing to let our students spend a semester perfecting their craft. Who would you suggest we contact?</p> <p>Botanical Gardens Texas Agrilife</p>
Goals	<p>Attracting more students to the STEM field.</p> <p>Advertising Ideas: Home owners who would like to take classes. Reaching out to the community, create brochures create a culture of gardening in this area.</p> <p>Certificates- Advisory Board, moving forward this next year workin closely with board.</p>
Tour of the new STEM Research Facility	6/7/18

Meeting ends: 1:00pm

PROGRAM MANAGER SIGNATURE:	DATE:	NEXT MEETING:
----------------------------	-------	---------------