

## **Career Technical and Extended Education Division**

CHAIR: Wilma Owens Room AA-140

August 19, 2011 2:15 – 3:30 p.m.

Order of Agenda Items Desired Outcome

•	<b>Introduction of New Faculty</b>	Feddersohn/Swift	
•	Class Syllabus	Owens	Discussion
•	Include SLOs for Course	Owens	Discussion
•	Adhere to Drop Deadline	Owens	Discussion
•	Submission of Grades	Owens	Discussion
•	Volunteers/Student Workers	Owens	Discussion
•	Hourly/Temporary Workers	Owens	Discussion
•	Budgets	Owens	Discussion
•	<b>Building Update</b>	Owens	Discussion
•	New Smoking Policy	Owens	Discussion
•	Other Items	All	Discussion