

DCTC Procedure 8.5.1 Advisory Committee Procedure

Chapter x – General title for all policies and procedures in this category

Dakota County Technical believes that the advisory committee is vital to the success of the college programs.

1. The advisory committee should link the college programs to the world of work.
2. In order to keep the programs relevant and successful, the committee may advise, recommend, and suggest to the college faculty and administration matters pertaining to the following subjects:
 - a. Program review and evaluation
 - b. Curriculum review
 - c. Fiscal planning and budget review
 - d. Equipment review and purchasing
 - e. Student recruitment
 - f. Placement of graduates
 - g. Staff development
 - h. Public relations

Dakota County Technical College is a Minnesota State institution. The Higher Learning Commission of the North Central Association of Colleges and Schools accredits it. This means that Dakota County Technical College will be periodically evaluated on a formal basis, and committee members may be asked to participate in these formal reviews.

Curriculum Review: With the rapidly changing technologies associated with every occupational program, the committee will be asked to review and recommend curriculum revisions in order that the program can remain relevant.

Fiscal Planning: Each program in the college is asked to review budget concerns.

Equipment Review: The committee should discuss major purchases of equipment. The committee's recommendation is required by Dakota County Technical College prior to major equipment purchases.

Student Recruitment: The committee should discuss major purchases of equipment. The committee's recommendation is required by Dakota County Technical College prior to major equipment purchases.

Placement: The committee will be asked to assist in placement of graduates. Their assistance and communication in placement enhances employment for graduates.

Staff Development: It is close to impossible for any technical college to stay current with all the technological changes taking place. The committee is asked to keep the faculty and administration informed of seminars and training programs which would be of benefit to the instructors and students in the program.

Public Relations: Spread the word. Committee members who are positive ambassadors for the program help ensure the program's success.

Advisory Committee Handbook

Related Documents:

- Policies yet to be touched folder
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Procedure History:

Date of Adoption:

Last Revision Date: 06/08/2017

Date most recent procedure revisions go into effect: 06/08/2017

Date and Subject of Revisions:

06/08/2017 – Updated title and history