

## Extended Education Advisory Committee Meeting

October 5, 2005, 8:30 a.m. until 10 a.m. in Conference Room 262-3

### Committee Members:

Faculty: Scott Frisch, Liz King, Ching-Hua Wang, Bill Wolfe; Community Members: Gary Farber, Naval Surface Warfare Center, Ken Feldmann, Ceres, Inc., Rick Howell, WellPoint, Frank Huchingson, APICs Ventura County Chapter, Judy Nash, Human Services Agency, County of Ventura, Rose Whalen, Technicolor;  
Administration: Gary Berg, Mary Fleck, Anabell Ramos

- I. Welcome/Introductions
- II. Chair appointment; community member terms? (**recommendation**)
- III. Update on recruitment/programs:
  - a) Enrollment summary
  - b) Marketing for spring 2006: newspaper insert; display ads (**recommendation**)
- IV. New program development:
  - a) international students
  - b) K-12 professional development
- V. Open University fee change (**recommendation**)
- VI. Special session degree admissions process
  - a) Standardized application form
  - b) Master Calendar
  - c) Admissions process & special admit process
  - d) Program Director responsibilities (**recommendation**)
- VIII Other business
- IX. Next meeting: preferred day of the week?

### Handouts:

1. minutes
2. advisory committee roster
3. enrollment summary
4. marketing: display ads; newspaper insert
5. Open University fee memo
6. standardized application form
7. master calendar for special sessions
8. admissions flowcharts
9. program director responsibilities (draft)
10. Osher Fall brochure
11. Access brochure, Fall 2005