KC KISHWAUKEE COLLEGE

Office Systems Advisory Committee Agenda

Meeting Date: *Thursday, April 11, 2019*

Meeting Time: *12 PM – 1 PM*

Meeting Place: *Kishwaukee College, Room: C-1265 (old HR Conf. Room)*

Agenda:

1. Call to order
2. Welcome and Introduction of Members and Guests
3. Approval of Minutes
4. Role of the Office Systems Advisory Committee
5. Overview of the Office Systems Program
6. Unfinished Business
7. New Business
   - 10-day Report and Completion Data
   - Discuss change of courses (ECO 160, OS 107, OS 136, OS 233)
   - Open discussion
8. Scheduling of Next Meeting November 14, 2019; possibly moving April 2020 earlier
9. Adjournment