

**Advisory Committee Fall 2023 Minutes
Business Management – CCC Joe Chat Conference Room
October 12, 2023 – 12:11pm**

Members Present

Leslie Rhodes
Tyler Helms
Vanda Cullar

Vernon College Faculty/Staff

Bettye Hutchins
Stephanie Mescher
Dr. Steven Underhill
Zachary Nguyen-Moore

Members Not Present

Daniel Ahern
Claudia Ordonez
Reagan Foster
Sandi Stahr

Welcome and IntroductionsSteven Underhill
Dr. Steven Underhill welcomed the committee and invited those present to introduce themselves.

Purpose of Advisory CommitteeBettye Hutchins
Bettye Hutchins explained the purpose and importance of advisory committees and the role they play at Vernon College.

Election of Vice-Chair, and RecorderBettye Hutchins
*Bettye Hutchins asked for volunteers or nominations for the roles of Vice-Chair and Recorder.
Volunteer for Vice Chair – Leslie Rhodes
Volunteer for Recorder – Vanda Cullar*

Chair..... Tyler Helms

Old Business/Continuing BusinessTyler Helms
Tyler Helms asked if there was any old business to discuss. With no old business, he moved on to discuss new business.

New BusinessTyler Helms

❖ **Review program outcomes, assessment methods/results, and workplace competency**

Tyler Helms asked Dr. Underhill to review program outcomes.

Program outcomes

1. Identify issues including laws and ethics related to the business/business management environment.
2. Recognize and use basic accounting terminology and analyze financial information.

3. Demonstrate basic knowledge of cost behavior and control and the product costing and budgeting processes.
4. Apply concepts of organizational behavior in the management of human resources.
5. Apply marketing principles and management practices to improve organizational performance.
6. Create and present effective business written and verbal communications.

❖ **Approve program outcomes**

After review, Tyler Helms asked for any suggestions. With no discussion, Tyler asked for a motion to approve the program outcomes as presented.

Vanda Cullar made a motion to approve.

Leslie Rhodes seconded the motion.

A vote was held via email; the motion passed and the committee approved the program outcomes as presented.

Tyler then moved on to assessment methods and results.

❖ **Approve assessment methods and results**

Tyler Helms asked Dr. Underhill to review the assessment methods and results.

Target = 4; Acceptable = 3; Unacceptable = 2; No evidence = 1				
Upon successful completion of the Business Management AAS, students will be able to:				
Outcome	4	3	2	1
1) Identify issues including laws and ethics related to the business/business management environment				
Describe the relationship between ethics and the law business				
Explain basic principles of law that apply to business and business transactions				
Describe current law, rules, and regulations related to settling business disputes				
2) Recognize and use basic accounting terminology and analyze financial information				
Analyze and interpret financial statements using financial analysis techniques				

3) Demonstrate basic knowledge of cost behavior and control and the product costing and budgeting process				
Use appropriate financial information to make operational decisions				
Demonstrate use of accounting data in the areas of product costing, cost behavior, cost control, and operational/capital budgeting for management decisions				
4) Apply concepts of organizational behavior in the management of human resources				
Identify methods of resolving organizational problems				
Describe the impact of corporate culture on employee behavior				
5) Apply marketing principles and management practices to improve organizational performance				
Apply rationale behind marketing mix components as they relate to market segmentation				
Identify environmental factors affecting consumer and organizational decision making				
6) Create and present effective business communications				
Apply basic rules of grammar, spelling, number usage, and punctuation				
Utilizing terminology applicable to business writing in complete sentences and properly formatted paragraphs				
7) Apply concepts and theories of business management in planning, organizing, leading, and controlling various aspects of a business				
Identify various leadership roles in an organization				

Utilize elements of effective communication in an organization				
8) Apply problem-solving and project management theories to improve organizational outcomes				
Identify issues an organization experiences that hamper growth or effectiveness				
Propose a solution to an issue utilizing detailed project planning and management skills to mitigate and/or resolve the issue.				

After review, Tyler Helms asked for any suggestions. With no discussion, Tyler asked for a motion to approve the assessment methods as presented.

Vanda Cullar made a motion to approve.

Leslie Rhodes seconded the motion.

A vote was held via email; the motion passed and the committee approved the assessment methods as presented.

Tyler then moved on to workplace competency.

❖ **Approval of workplace competency (course or exam)**

Tyler Helms asked Dr. Underhill to review workplace competency.

Program Outcome	Number of students who took the courses	Results per student	Use of results
Identify issues including laws and ethics related to the business/business management environment.	6	88% 21% 29% 60% 64% 77%	The most frequent reason for low scoring in any category was either a half-hearted or lack of any addressing of that competency in the paper.
Recognize and use basic accounting terminology and analyze financial information.	6	64% 88% 7% 87% 49% 100%	
Demonstrate basic knowledge of cost behavior and control and	6	50% 100% 100% 64%	

the product costing and budgeting processes.		87% 100%	
Apply concepts of organizational behavior in the management of human resources.	6	100% 100% 25% 64% 28% 100% 98%	
Apply marketing principles and management practices to improve organizational performance.	6	36% 36% 14% 49% 49% 19%	
Create and present effective business is written and verbal communications.	6	97% 100% 97% 98% 98% 100%	

After review, Tyler Helms asked for any suggestions. With no discussion, Tyler asked for a motion to approve workplace competency as presented.

Vanda Cullar made a motion to approve.

Leslie Rhodes seconded the motion.

A vote was held via email; the motion passed and the committee approved the workplace competency as presented.

Tyler then moved on to accreditation.

❖ **Program Specific Accreditation Information and Requirements (if applicable)**

N/A

❖ **Review program curriculum/courses/degree plans**

With nothing to discuss regarding accreditation, Tyler Helms asked Dr. Underhill to review the following updates to the curriculum/degree plans.

Business Management, Level 1 Certificate (current)

CIP 52.0101

Instructional Location - Vernon Campus, Century City Center

CERTIFICATE OF COMPLETION (Probable Completion Time – 9 months or 32 weeks)

Related Requirements (7 SH)

COSC 1301	Introduction to Computing	3
SPCH 1315	Public Speaking	3
ITSC 1301	Introduction to Computers (A)	3
LEAD 1100	Workforce Development With Critical Thinking	1

Major Requirements (24 SH)

BMGT 1309	Information and Project Management	3
BMGT 1327	Principles of Management (A)	3
BUSG 1303	Principles of Finance	3
BUSI 1301	Business Principles	3
BUSI 2304	Business Report Writing and Correspondence	3
HRPO 2301	Human Resources Management	3
HRPO 2307	Organizational Behavior	3
MRKG 1311	Principles of Marketing (A)	3
	Total Credit Hours:	31

(A) Course included on the State's Advanced Technical Credit list. (See Advanced Technical Credit.)

BCIS 1305: Preferred course.

Proposed Level 1 Certificate

Related Requirements (7 SH)

ITSW 1304	Introduction to Spreadsheets *	3
SPCH 1315	Public Speaking	3
LEAD 1100	Workforce Development With Critical Thinking	1

Major Requirements (24 SH)

BMGT 1309	Information and Project Management **	3
BMGT 1327	Principles of Management (A)	3

BUSG 1303	Principles of Finance	3
BUSI 1301	Business Principles	3
BUSI 2304	Business Report Writing and Correspondence ***	3
HRPO 2301	Human Resources Management	3
HRPO 2307	Organizational Behavior	3
MRKG 1311	Principles of Marketing (A)	3
	Total Credit Hours:	31

*Industry certification through Microsoft. MOS Excel

**Industry certification through Certiport. PMR (Project Management Ready) to replace CAPM

***Industry certification through Certiport. CSB (Communication Skills for Business)

Business Management, A.A.S. (current)

CIP 52.0101

Instructional Location - Vernon Campus, Century City Center

ASSOCIATE IN APPLIED SCIENCE DEGREE (Probable Completion Time - 2 years)

General Education Requirements (15 SH)

ENGL 1301	Composition I	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
MATH 1314 or MATH 1332	College Algebra or Contemporary Mathematics	3
SPCH 1315	Public Speaking	3
SFF>	Language, Philosophy, and Culture or Creative Arts Elective	3

Related Requirements (13 SH)

ACNT 1325	Principles of Accounting I	3
ACNT 1326	Principles of Accounting II	3
COSC 1301 or	Introduction to Computing	3
BCIS 1305	Business Computer Applications	3
LEAD 1100	Workforce Development with Critical Thinking	1

ECON 2301	Principles of Macroeconomics	3
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Major Requirements (32 SH)

BMGT 1309	Information and Project Management	3
BMGT 1327	Principles of Management (A)	3
BMGT 1341	Business Ethics	3
BMGT 2303	Problem Solving and Decision Making	3
BUSG 1303	Principles of Finance	3
BUSG 1207	Entrepreneurship and Economic Development	2
BUSI 1301	Business Principles	3
BUSI 2304	Business Report Writing and Correspondence	3
HRPO 2301	Human Resources Management	3
HRPO 2307	Organizational Behavior	3
MRKG 1311	Principles of Marketing (A)	3
	Total Credit Hours:	60

> To be selected from the following: ARTS 1301, DRAM 1310, DRAM 2366, ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, HIST 2311, HIST 2312, MUSI 1306

(A) Course included on the State's Advanced Technical Credit list. (See Advanced Technical Credit.)

ACCT 2301 and ACCT 2302 may be substituted for ACNT 1325 (A) and ACNT 1326 for A.A.S. in Business Management only

Proposed Business Management, A.A.S.

ASSOCIATE IN APPLIED SCIENCE DEGREE (Probable Completion Time - 2 years)

General Education Requirements (15 SH)

ENGL 1301	Composition I	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
MATH 1314 or MATH 1332	College Algebra or Contemporary Mathematics	3

SPCH 1315	Public Speaking	3
SFF>	Language, Philosophy, and Culture or Creative Arts Elective	3

Related Requirements (13 SH)

ACNT 1311	Introduction to Computerized Accounting *	3
ACNT 1313	Computerized Accounting Applications **	3
ITSW 1304	Introduction to Spreadsheets ***	3
LEAD 1100	Workforce Development with Critical Thinking	1
ECON 2301	Principles of Macroeconomics	3

Major Requirements (32 SH)

BMGT 1309	Information and Project Management ****	3
BMGT 1327	Principles of Management (A)	3
BMGT 1341	Business Ethics	3
BMGT 2303	Problem Solving and Decision Making	3
BUSG 1303	Principles of Finance	3
BUSG 1207	Entrepreneurship and Economic Development *****	2
BUSI 1301	Business Principles	3
BUSI 2304	Business Report Writing and Correspondence *****	3
HRPO 2301	Human Resources Management	3
HRPO 2307	Organizational Behavior	3
MRKG 1311	Principles of Marketing (A)	3
	Total Credit Hours:	60

> To be selected from the following: ARTS 1301, DRAM 1310, DRAM 2366, ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, HIST 2311, HIST 2312, MUSI 1306

(A) Course included on the State's Advanced Technical Credit list. (See Advanced Technical Credit.)

* Industry certification through Intuit/QuickBooks. QBCB (QuickBooks Certified Bookkeeping professional)

** Industry certification through Intuit/QuickBooks. QBCU (QuickBooks Certified User)

*** Industry certification through Microsoft. MOS (Microsoft Office Specialist) Excel

**** Industry certification through Certiport. PMR (Project Management Ready) to replace CAPM

**** Industry certification through Certiport. ESB (Entrepreneurship and Small Business)
***** Industry certification through Certiport. CSB (Communication Skills for Business)

New Certification costs for students:

MOS Excel = \$75 (test + retake)
PMR = \$196 (test)
CSB = \$88.88 (test, retake + practice test)
QBCU = \$102.99 (test, retake + practice test)
QBCB = \$102.99 (test, retake + practice test)

CAPM exam costs of \$257 removed.
ESB exam costs remain.

Course sequencing if course changes approved

Occupational Skills Award: LEAD1000, SPCH1315, BUSI1301, BMGT1327,
BUSG1301, MRKG1311
Level 1 Certificate: ITSW1304, BUSI2304, HRPO2301, HRPO2307, BMGT1309
A.A.S.: ENGL1301, GOVT1305, MATH1314/1332, ARTS/DRAM/MUSI, ACNT1311,
ACNT1313, ECON2301, BMGT1341, BUSG1207, BMGT2303

Course descriptions and learning outcomes provided as a separate document.

❖ **Approve program revisions (if applicable)**

*After Dr. Underhill reviewed the proposed changes in curriculum and additional certifications to be added to the degree plan, Tyler Helms asked for any suggestions. With no discussion, Tyler asked for a motion to approve the program revisions as presented.
Leslie Rhodes made a motion to approve.
Vanda Cullar seconded the motion.
Due to not having a quorum present at the meeting, a vote was held via email; the motion passed and the committee approved the revisions as presented.
Tyler then moved on to the 2022-2023 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices.*

❖ **Approve 2022-2023 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices.**

Tyler Helms asked Dr. Underhill to review the following matrices.

SCANS Matrix: The SCANS (Secretary’s Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

Program: Business Management									Credential: Associate in Applied Science (AAS) Degree/Certificate in Completion
Award: Business Management AAS Degree									
Cip: 52.0101									
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES									
SCANS COMPETENCIES								Course Number	Course Title
1	2	3	4	5	6	7	8		
X		X		X		X	X	ACNT 1325	Principles of Accounting I
X		X		X		X	X	ACNT 1326	Principles of Accounting II
x	x	x	x	x	x	x	x	COSC 1301 or BCIS 1305	Introduction to Computing or Business Computer Applications
x	x			x	x	x	x	LEAD 1100*	Workforce Development With Critical Thinking
x	x	x	x	x	x	x	x	ECON 2301	Principles of Macroeconomics
X	X		x	x	x	x	X	BMGT 1341	Business Ethics
X	X	x	x	x	x	x	X	BMGT 1327*	Principles of Management
X	X	x	x	x	x	x	X	BMGT 2303	Problem Solving and Decision Making
X	X	x	x	x	x	x	X	BUSI 1301*	Business Principles
X		x	x	x		x	X	BUSG 1303*	Principles of Finance
X	X		x	x	x	x	X	BUSI 2304*	Business Report Writing and Correspondence
X	x		x	x	x	x	x	HRPO 2301*	Human Resources Management
X	x		x	x	x	x	x	HRPO 2307*	Organizational Behavior
X	x	x	x	x		x	x	BMGT 1309*	Information and Project Management
X	x	x	x	x	x	x	x	MRKG 1311*	Principles of Marketing
x	x	x	x	x	x	x	x	BUSG 1207	Entrepreneurship and Economic Development
								8. BASIC USE OF COMPUTERS	
								7. WORKPLACE COMPETENCIES	
								6. PERSONAL QUALITIES	
								5. THINKING SKILLS	
								4. SPEAKING AND LISTENING	
								3. ARITHMETIC OR MATHEMATICS	
								2. WRITING	
								1. READING	

Courses with an * are part of the certificate

General Education Matrix: The General Education Matrix is state-mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses.

Program: Business Management						Credential: Associate in Applied Science (AAS) Degree/Certificate in Completion	
Award: Business Management Associate in Applied Science (AAS) Degree							
Cip: 52.0101							
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES							
GENERAL EDUCATION CORE OBJECTIVES						Course Number	Course Title
1	2	3	4	5	6		
X		X		X	X	ACNT 1325	Principles of Accounting I
X		X		X	X	ACNT 1326	Principles of Accounting II
x	x	x	x	x	x	COSC 1301 or BCIS 1305	Introduction to Computing or Business Computer Applications
x	x		x	x	x	LEAD 1100*	Workforce Development with Critical Thinking
x	x	x	x	x	x	ECON 2301	Principles of Macroeconomics
x	x		x	x	x	BMGT 1341	Business Ethics
x	x	x	x	x	x	BMGT 1327 *	Principles of Management
x	x	x	x	x	x	BMGT 2303	Problem Solving and Decision Making
x	x	x	x	x	x	BUSI 1301*	Business Principles
x	x	x	x	x		BUSG 1303*	Principles of Finance
x	x		x	x	x	BUSI 2304*	Business Report Writing and Correspondence
x	x		x	x	x	HRPO 2301*	Human Resources Management
x	x		x	x	x	HRPO 2307*	Organizational Behavior
x	x				x	BMGT 1309*	Information and Project Management
x	x	x	x	x	x	MRKG 1311*	Principles of Marketing
x	x	x	x	x	x	BUSG 1207	Entrepreneurship and Economic Development
						6. Personal Responsibility	
						5. Social Responsibility	
						4. Teamwork	
						3. Empirical and Quantitative Skills	
						2. Communication Skills	
						1. Critical Thinking Skills	

Courses with an * are part of the certificate

Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.

Program: Business Management						Credential: Associate in Applied Science (AAS) Degree/Certificate in Completion	
Award: Associate in Applied Science (AAS) Degree							
Cip: 52.0101							
LIST OF ALL COURSES REQUIRED AND OUTCOMES							
OUTCOMES						Course Number	Course Title
1	2	3	4	5	6		
X	X	X				ACNT 1325	Principles of Accounting I
X	X	X				ACNT 1326	Principles of Accounting II
					x	COSC1301/BCIS 1305	Introduction to Computing /Business Computer Applications
x					x	LEAD 1100*	Workforce Development with Critical Thinking
					x	ECON 2301	Principles of Macroeconomics
x			x			BMGT 1341	Business Ethics
x	x	x	x	x	x	BMGT 1327 *	Principles of Management
x	x	x	x	x	x	BMGT 2303	Problem Solving and Decision Making
x	x	x	x	x	x	BUSI 1301*	Business Principals
x	x	x				BUSG 1303*	Principles of Finance
x	x		x	x	x	BUSI 2304*	Business Report Writing and Correspondence
x			x	x	x	HRPO 2301*	Human Resources Management
x			x	x	x	HRPO 2307*	Organizational Behavior
x	x	x	x	x	x	BMGT 1309*	Information and Project Management
x	x	x	x	x	x	MRKG 1311*	Principles of Marketing
	x	x		x	x	BUSG 1207	Entrepreneurship and Economic Development
						6. Create and present effective business written and verbal communications.	
						5. Apply marketing principles and management practices to improve organizational performance.	
						4. Apply concepts of organizational behavior in the management of human resources.	
						3. Demonstrate basic knowledge of cost behavior and control and the product costing and budgeting process.	
						2. Recognize and use basic accounting terminology and analyze financial information.	
						1. Identify issues including laws and ethics related to the business/business management environment.	

Courses with an * are part of the certificate

Institutional Outcomes Matrix: The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

Program: Business Management						Credential: Associate in Applied Science (AAS) Degree/Certificate of Completion
Award: Associate in Applied Science (AAS) Degree						
Cip: 52.0101						
LIST OF ALL COURSES REQUIRED AND OUTCOMES						
OUTCOMES						General Education Outcomes
1	2	3	4	5	6	
x	x	x	x	x		Critical Thinking Skills
	x				x	Communication Skills
	x	x				Empirical and Quantitative Skills
			x	x	x	Teamwork
x			x	x	x	Social Responsibility
x		x	x	x		Personal Responsibility
						6. Create and present effective business written and verbal communications.
						5. Apply marketing principles and management practices to improve organizational performance.
						4. Apply concepts of organizational behavior in the management of human resources.
						3. Demonstrate basic knowledge of cost behavior and control and the product costing and budgeting process.
						2. Recognize and use basic accounting terminology and analyze financial information.
						1. Identify issues including laws and ethics related to the business/business management environment.

After review, Tyler Helms asked for suggestions. With no discussion, Tyler asked for a motion to approve the matrices as presented.

Leslie Rhodes made a motion to approve.

Vanda Cullar seconded the motion.

A vote was held via email; the motion passed and the committee approved the matrices as presented.

Tyler then moved on to program statistics.

❖ **Program statistics: Graduates (from previous year/semester), current majors, current enrollment**

Tyler Helms asked Dr. Underhill to review the program statistics.

Program Statistics:

- Graduates 2021-2022: 5

- Enrollment Summer 2022: 0
- Majors Fall 2022-2023: 50 declared/assigned to me as advisor
- Enrollment Fall 2022: 73 student enrollments in 6 BM courses

Tyler then moved on to local demand.

❖ **Local Demand/CLNA Survey – Bettie Hutchins**

Tyler Helms invited Bettie Hutchins to review the accuracy of the data in the chart below provided by O*NET. Bettie then administered the Comprehensive Local Needs Assessment survey for use in compulsory reporting.

Occupation	National Median Wage	State Median Wage	Local Median Wage	Current /Projected Job openings (annual)	Projected Growth (annual)
Gen. & Operational Managers	\$59.07/hr 113,414/annual	\$52.96/hr \$101,683/annual	\$44.95/hr \$86,304/annual	25,450 (state) 157 (local)	2.12% (state) 1.36% (local)
1st Line Supervisors Retail Sales	\$24.10/hr \$46,272/annual	\$23.10/hr \$44,352/annual	\$22.33/hr \$43,877/annual	15,389 (state) 109 (local)	.80% (state) .24% (local)
*Labor Market Outlook (O*NET)					

Tyler then moved on to evaluation of facilities, equipment, and technology.

❖ **Evaluation of facilities, equipment, and technology. Recommendation for the acquisition of new equipment and technology.**

N/A

❖ **External learning experiences, employment, and placement opportunities**

With nothing to discuss regarding facilities, equipment, and technology, Tyler Helms asked Dr. Underhill to review external learning experiences, employment, and placement opportunities.

Faculty: “Vernon College offers a job board on the website. Businesses can contact Student Services to add jobs or you can post yourself. VC also subscribes to a service called GradCast. Within this program, over 600,000 business and industry contacts are available to the graduates to send up to 100 free resumes within a set zip code. If you would like to have

your business as part of that database, please contact Bettye Hutchins at bhutchins@vernoncollege.edu .”

Placement Rate of Program Completers by Reporting Year [1]												
Program	2016-2017			2017-2018			2018-2019			3-Year Average		
	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%
52010000- Business/Commerce, General	3	5	60%	2	3	66.67%	5	5	100%	10	13	76.92%

Tyler Helms asked for suggestions. With no discussion, he moved on to professional development.

❖ **Professional development of faculty and recommendations**

Tyler Helms asked Dr Underhill to review his professional development opportunities.

TACTE conference
 Pres. Faculty Senate
 American Legion/Veteran outreach events

Tyler Helms asked for suggestions. With no discussion, he moved on to promotion and publicity.

❖ **Promotion and publicity (recruiting) about the program to the community and business and industry**

N/A

❖ **Serving students from special populations:**

With nothing to discuss regarding promotion and publicity, Tyler Helms asked Dr. Underhill to review the updated definitions of special populations and the services available to those who qualify.

Vernon College is an open-enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.

Vernon College has a program titled “New Beginnings” for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, and equipment costs.

Peer to Peer mentoring, tutoring (online and in-person), resume building, student success series, and counseling are just a few of the other options/services available to students.

1. Special populations’ new definitions:

- a. Individuals with disabilities;
- b. Individuals from economically disadvantaged families, including low-income youth and adults;
- c. Individuals preparing for nontraditional fields; 21 male enrolments and 52 female enrolments
- d. Single parents, including single pregnant women;
- e. Out-of-workforce individuals;
- f. English learners;
- g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- h. Youth who are in, or have aged out of, the foster care system; and
- i. Youth with a parent who—
 - i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
 - ii. is on active duty (as such term is defined in section 101(d) (1) of such title).

*Tyler Helms asked if there were any further suggestions.
With no discussion, Tyler then adjourned the meeting at 1:45pm.*

Recorder Signature <i>Wanda Cullae</i>	Date <i>07.24.24</i>	Next Meeting: Fall 2024
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