

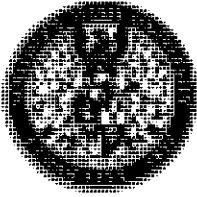


SOUTHERN UTAH UNIVERSITY
Policies and Procedures

Policy # 13.8
Date Approved: 07/27/90
Date Amended:
Reviewed w/no Changes:
Office of Responsibility: Prov
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SUBJECT: CRAFT ADVISORY COMMITTEE

- I. **PURPOSE:** The purpose of the craft/advisory committee is to give expertise and specialized assistance to the individual vocational programs of the Iron County School District and Southern Utah University.
- II. **POLICY:** The duties of the Craft Advisory Committee are as follows:
1. Occupational Surveys
 2. Course Content Advisement (Occupational competency and relevance)
 3. Student Placement (job openings and market)
 4. Community Public Relations
 5. Equipment and Facilities (review, survey, and donations)
 6. Community Resources
 7. Program Review (improvements and objectives)
 8. Activities
- A. **Membership:** The membership of the craft/advisory committee shall include five or more lay individuals who are employers or employed in the vocational area in which they are being asked to serve. These include the following:
1. Agriculture
 2. Automotive
 3. Building Construction
 4. Business (clerical, secretarial, business/office management, management information system)
 5. Child Development
 6. CNC (Computer Numerical Control Operator)
 7. Criminal Justice
 8. Drafting (CADD)
 9. Electronics
- Committee appointments are made through the vocational directors upon recommendations from the vocational departments. Members of the craft/advisory committee will be for two years. One-half of the members will be replaced in alternate years. If a member leaves for some reason during their term, an appointment to fill the vacancy shall be for the term that remains unexpired. They may also be asked to serve for additional terms.
- B. **Meetings:** It is recommended that the craft/advisory committees meet twice each year with meetings in November and April. Meetings will be called by the chairperson and coordinated with the department head and vocational director. A copy of the meetings agenda and minutes will be recorded and



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filed with the vocational director. During the spring meeting, the craft/advisory committees will report their next year's meeting schedule along with a revised roster of current members.

FORMER POLICY
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