# Pre-College Education Committee

# Meeting Minutes

**Date: August 16, 2013**

**Time: 10:00AM**

**Location: ECC Oak Room**

**In Attendance:** (4) Kevia Clemons, Tim Johnson, Shannon Rogers, Dr. John Spencer, Susan Spicher

1. **Call to Order**

By Dr. John Spencer

1. **Introductions/Attendance**

All attendees introduced.

1. **Old Business**
	1. Clarification of purpose of Pre-College Education Committee
2. Discussed the functions of the Pre-College Education Committee:
	* 1. Make Recommendations on matters related to developmental education, adult basic education, and the Secondary Technical Center;
		2. Develop and manage a plan for developmental education;
		3. Develop and manage a plan for adult basic education;
		4. Coordinate the Secondary Technical Center planning with other units of the College; and
		5. Act upon issues referred by the Academic Council.
	1. Elect leadership
3. Chair

Motion from Tim Johnson: to re-nominate Dr. John Spencer for chair.

Vote: 4 in favor, 0 against.

Resolved: Motion carried. Dr. John Spencer re-elected for chair.

 ii. Secretary

 Motion from Shannon Rogers: to nominate Kevia Clemons for secretary.

 Vote: 4 in favor, 0 against.

 Resolved: Motion carried. Kevia Clemons elected secretary.

1. **New Business**

None

1. **Meeting adjourned at 10:25AM.**

**These minutes are respectfully being submitted for your review by Kevia Clemons. Please send any corrections and/or additions to** **kclemons@southark.edu****. Thank you.**