

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

Office of Practical Nursing



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Practical Nursing Program
Occupational Advisory Committee Agenda
Academic Year 2024-25
Fall Dinner Meeting 10-16-24
Auditorium/Cafeteria
5:30 pm – 9:00 p.m.

1. Welcome and Introductions
2. Review previous meeting Minutes: June 5th, 2024, minutes
3. COE Survey Occupational Advisory Committee Evaluation of Standards
4. COE Written Plans and Policies for Annual Review
 - a. Program Outcomes
 - b. Health and Safety Plan
 - c. Refund Policy
 - d. Student Grievance Policy
 - e. Effectiveness of Student Services Policy
5. 2024-25 Budget, Capital Equipment and Supplies
6. 2024-25 Program Progress through Term I
 - a. Students
 - b. Program Plan and Schedule for academic year 2024-25
 - c. Advisory Committee review/approval of PN curriculum, Student Handbook, Student Financial Aid Handbook
 - d. Academic calendar 2024-25
 - e. SEP (systematic evaluation plan) review of PN program
 - f. Detailed Test Plan
7. Program Improvements
8. Perkins
9. Curriculum Update
10. Program Updates
11. State of the Industry Updates/Feedback from Occupational Advisory Board Members for Program Improvement
12. Nomination/Election of Advisory Committee Chair 24/25

Next Meeting: February 12, 2025, 6:00 pm