

**2011-2012
Mid-Year
Committee Report**

Committee Name: Vernon College Administrative Office Technology Advisory Committee

Chairperson: Rhonda Raub

List of members:

Ms. Joelee	Ashley	Secretary	Wharton Oil Company
Ms. Jeanie	Boyd	Owner	Spherion Staffing
Ms. D'Nitra	Bussey	Human Resources	1st National Bank
Mr. Ted	Gregg	Human Resource Director	Wichita County
Ms. Rosemary	Nauman	Human Resources	City of Wichita Falls
Mr. William	Bachman	Sr. Vice President	State National Bank of Texas
Ms. Ronda	Raub	Accountant	BW Sinclair Inc.

Dates of meetings: 11/2/2011

Accomplishments: The committee reviewed the program objectives and workplace skills and approved them with no change and approved POFT 1349 as the capstone course.

Recommendations: A suggestion was made for developing a marketing program to increase enrollment

Membership suggestions: Membership needs to reflect the race/ethnicity of the service area.

Agendas, exhibits and minutes posted to Vernon College web site address: Advisory Committee meeting agenda and minutes

Submitted by: Rita Lee

Date submitted: 1/25/2012