



INTERIOR DESIGN ADVISORY BOARD

AGENDA

LOCATION: ZOOM
DATE: 11.28.23
TIME: 12:00 PM

I. ADVISORY BOARD ATTENDEES

- a) Jennifer Luque- SFASU INDS Program Coordinator
- b) Sally Ann Swearingen- SFASU Associate Professor
- c) Cody Johnson
- d) Laura Umansky
- e) Heidi Breeding

II. CALL TO ORDER

- a) Heidi Breeding called to order the first advisory board meeting to be held on 11/28/2023 to discuss yearly goals and roles and responsibilities.

III. ROLL CALL

- a) Jennifer Luque to conduct a roll call. The attendees present in the called meeting will be added to this item in the meeting minutes.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETING

- a) Heidi Breeding to read the minutes from the last meeting. The minutes were approved as read with minor corrections to be added to this week's meeting minutes.

V. OLD BUSINESS

- a) Board Position Open - Secretary – Advise on Candidates
- b) Additional Members – Total Count and Positions Open and/or Filled
- c) Board Treasurer Financial Updates – Fees, Dues, Paperwork, Etc.
- d) Ad-Hoc Follow-ups and Delegation of Recruitment

- e) Committees – Positions Filled and Delegate Follow-up on Individual Teams

VI. NEW BUSINESS

- a) Career Fairs – Delegate a committee that is filled to work on company sign-ups. AD-HOC
 - (1) Create Forms and Paperwork Necessary for the Committee to give to potential companies to get the sign-up started for Spring.
 - (2) Date for the Career Fair in the Spring, Time and Goals of How Many and What Companies are Best to Fit the Students' Interests.
- b) Consultant Collaboration – Specialists for Training and Seminars – Student Enhancement
 - (1) Are these collaborations worth paying for, or do we ask for sole donation of time and resources? ie. Code Specialist Class.
 - (2) Collaborations of Trades and how to understand shop drawings vs. actual design drawings and how to bridge the gap. ie. Millwork.
 - (3) Other specifications of Real Application to School Training.
- c) CEUs/Student Exposure – Student Enhancement
 - (1) Manufacturer Reps for Demos and Lectures. ie. Lighting Reps, Material Reps.
 - (2) On-site CEUs, Demos, Install Trainings, NeoCon Chicago
- d) Curriculum & Accreditation
 - (1) Team schedules the site visits and reviews as necessary

VII. ADJOURNMENT