

FAMU SAET Director's Meeting Agenda

August 27, 2026

Agenda

1. Welcome, objectives, and approval of the agenda
2. Review of prior decisions and outstanding action items
3. Student advising and graduation clearance
 - Status of fall and spring graduation reviews
 - Written documentation to students and degree-checklist standards
 - Prerequisites, exceptions, substitutions, and student progression
 - Student transitions from discontinued programs
4. Internships and student professional development
 - Internship completion metrics and tracking
 - Internship opportunities and employer engagement
 - Licensure education and acknowledgment forms
 - International travel safety and liability requirements
5. Faculty administrative and service updates
6. NAAB preparation
7. Midterm and final reviews and guest logistics
8. Decisions, new action assignments, deadlines, and next meeting