* Introduction to Public Administration Program
  + Spoke of the different classes offered (e.g., Human Resource Management, Introduction to Public Administration).
  + Emphasized the value of the Public Administration program. The program will produce qualified individuals for non-profits, special districts, local government, state government, counties, and special districts around Southern California.
  + Provided a general review of the introductory class—Introduction to Public Administration.
* Surveyed the attendees to get feedback on their expectations of the Public Administration Program.
  + They stated the following:
    - Students should be able to leave the program with soft skills, such as effective communication, listening skills, time management, and empathy, among others.
    - They also stated that students should be able to differentiate the differences between Public Sector and Private Sector.
    - They also spoke that students should have a general idea of the structures of government.
    - They also stated that they could teach employees the technical skills on the job (e.g., utilizing financial software).
    - Lastly, an emphasis on public service ethics.
* The meeting concluded.