



LOWER COLUMBIA COLLEGE 1600 Maple Street, Longview, WA 98632

## ACCOUNTING/BUSINESS ADVISORY COMMITTEE MEETING

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THURSDAY, OCT. 25<sup>TH</sup>, 2018 NOON-1 P.M. LCC MAIN BUILDING

### I. CALL TO ORDER

Lynell Amundson called the meeting to order at 12:05 p.m.

### II. WELCOME AND INTRODUCTIONS

Mike Bridges, IBEW Local 48

Shannon Cahoon, Fibre Federal Credit Union

Kelsey Elwess, Opsahl Dawson

Roxanne Frasier, LCC Alumni

Tim Karnoski, Cardinal Corporation

Tim Root, Westlake Chemical – Longview

LCC –

Tim Allwine, Lynell Amundson, Tamra Bell, Dana Cummings, Jim Stanley, Maggie Stuart

### III. AGENDA ITEMS

#### a) Minutes from May 4, 2018, meeting

Minutes to be reviewed by Business Technology Committee at Nov. 8<sup>th</sup> meeting.

#### b) Advisory Committee Overview

Lynell provided Advisory Committee Welcome & Overview document, explained absence of chairperson due to splitting Business Technology/Community, Health, Wellness Advocate and Accounting/Business programs into two groups; called for nomination of chair. Committee opted to delay decision until new members in attendance received additional information regarding role and responsibilities.

Tim Allwine shared importance of industry input to LCC's Professional/Technical Programs, "acid test" for success/relevance; invited employers to speak to the quality of the students. Are they quality students? Do they stack up to other employees? If not, what does LCC need to do differently?

#### c) Current Degrees & Certificates



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Committee provided with copies of current degrees and certificates within the Business and Accounting programs. Brief review by committee. Kelsey questioned how Quickbooks is being taught – desktop or online; both versions are available in LCC program; desktop is becoming obsolete.

#### **d) Enrollment**

Enrollment document provided by Office of Instruction. Enrollment down slightly across programs; Business Management Degree continues to have the strongest numbers.

Tim Allwine shared enrollment graphic that showed enrollment by academic quarter for a 4 year period; explained how enrollment determines funding; maintaining stable enrollment is the goal; graph showed peak in Fall 2010 that remained steady for two years, reflective of recession, “as economy improves enrollment tends to drop”.

Tim Root questions if data captures completions, do they go to work right out of the program; Tim Allwine mentioned research data that shows completions at LCC are high statewide and nationally but information regarding Business or Accounting degrees/certificates specifically are buried in the data; desire by faculty to conduct business focused alumni survey, wage data, time to work, etc.

General discussion by committee about internships. Jim Stanley provided information about Co-operative Education required by Accounting Degree; students work 133 hours over a quarter with area employer; students can be paid or volunteer; contract with employer defines objectives, employer can recommend grade based on performance; actual grade is issued by instructor; students have worked at Lifeworks, local CPA firms including Opsahl Dawson.

Kelsey Elwess of Opsahl Dawson asked about mentorship, different version of Co-op; Opsahl provides to WSU students. Student assigned to a mentor, looks over resume, makes recommendations, 4 or 5 week program.

Committee discussed necessity of teamwork, getting harder and harder to get students to focus on necessity of working as the member of a team; Roxanne encouraged incorporating working in teams throughout program, repeatedly re-enforcing the need for teamwork, “it’s not just busy work it’s something they are going to need”.

Kelsey mentioned noticing lack of internal and external etiquette with young hires; Maggie Stuart and Tim Allwine shared information about business communication



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courses that are part of program; all certificates and degrees have communication requirements embedded in coursework.

**IV. UPCOMING PROGRAM OR COMMUNITY EVENTS**

- a. **NEXT MEETING (DATE/TIME/PLACE):** Information regarding Spring 2019 meeting will be sent out at a later date.

**V. ADJOURNMENT**

Mike Bridges moved to adjourn meeting at 1:15 p.m.; Shannon Cahoon seconded.