



LOWER COLUMBIA COLLEGE 1600 Maple Street, Longview, WA 98632

Accounting/Business ADVISORY BOARD MINUTES

May 14th, 2019 3:30 P.M. LCC Main Building, Room 148

I. Meeting called to order at 3:35 p.m.

II. ATTENDEES

Kelsey Elwess, Opsahl Dawson
TaLeah Fennell, Cardinal Glass Corp
Roxanne Frasier, LCC Alumni
Tim Karnoski, Port of Longview
Zaheen Kahn, Fibre Federal Credit Union
Melissa Korsmo, InRoads Credit Union
Tim Allwine, LCC
Dana Cummings, LCC
Maggie Stuart, LCC
Lynell Amundson, LCC

III. AGENDA ITEMS

a) PROGRAM UPDATES

a. Enrollment

Tim Allwine provided enrollment data with quarter to quarter comparisons from 2005 through 2018; data shows enrollment peaked in 2010, reflection of economic impact of recession; reduced enrollment reflection of a good economy; board discussion about cyclical enrollment and how economic condition affects enrollment.

Board discussion about student demographics; many students are on transfer track but majority are 30 or over, many people returning to school for retraining in their 40s.

b. Online options

Faculty discussion regarding online options for coursework; exceeded 50 percent mark that include online component, students can elect to be in class, in class part time, or complete fully online and can stay on track by completing courses online; department faculty increased efforts to make more coursework available



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online in order to keep enrollment strong and ensure students have every opportunity to complete programs of study.

Board discussion about helping online students. LCC faculty shared that most students still come to campus just to meet instructor; most don't hesitate to call or e-mail questions. Dana Cummings will remove student name from initial question and send an answer to all students in case there are others with the same question; creates a discussion board. Tim Allwine posts weekly helpful tips in response to similar questions he's received in previous course delivery.

c. Marketing

LCC's new pamphlet was shared with board members; favorable review regarding design, size; discussion about where pamphlet has been distributed – job fairs, youth employment events, high school classrooms. Faculty shared information regarding development of coaster to be distributed to local establishments with information about LCC programs.

b) MEMBER NEWS

Tim Karnoski is now safety manager at the Port of Longview. He mentored TaLeah Fennell at Cardinal Glass, who is now safety manager there, before he moved on to Port of Longview. Tim is an LCC Alumni.

Roxanne Frasier has purchased the cabinet company located in same building as existing business, ERS. New company called Hometown Cabinets. She volunteers as tutor at LCC and suggested LCC consider hosting a pizza night during the quarter or some type of event that lets students see they are not the only one struggling. She really appreciated the extra help she got from faculty when she was in the program.

Zaheen Kahn shared with board Financial Reality Fair recently held at LCC; plan to offer it again next year; offers the program several times throughout the year both internally at Fibre Federal CU and externally.

OTHER NEWS

Tim Allwine shared information regarding new course BUS 270 offered Spring Quarter that focuses on Microsoft Project. Some board members unfamiliar with software.

Kelsey Elwess has not seen any of her clients use it. Melissa Korsmo somewhat familiar with it. LCC looking for additional tutors with experience using MS Project.

LCC's Business Department recently awarded a Foundation Grant to host open house events to allow community members to come in and see what LCC has to offer in business, accounting, business technology, information technology programs.

IV. UPCOMING PROGRAM OR COMMUNITY EVENTS



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- a. Kelso-Longview Chamber Small Business Boot Camp, 7:30-9 a.m. Fridays, May 17th-June 21st ,
- b. NEXT MEETING (DATE/TIME/PLACE): 3:30 p.m. Thursday, Oct. 24th

V. Meeting adjourned at 4:45 p.m.