



## Accounting Advisory Committee

Friday, February 5, 2021, 10 – 11:30 a.m.

Meeting to be held on Zoom

### Meeting Minutes

**Chair/Faculty Lead Present:** Dan King

**Advisors Present:** Kendyl Prosser, Janelle VonBirgelen, Jennifer Fenske, and Lisa DeGoede

**Staff Present:** Lauren Hadley, Tim Wright, Dan King, and Kathryn Schrenk

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| 10:00 – 10:10 | Welcome and Introduction   |
| 10:10 – 10:15 | Approved the October 2, 2020 Meeting Minutes   |
| 10:15 – 10:20 | Scheduled Spring Meeting - Friday, May 7, 2021 (10-11:30 a.m.)   |
| 10:20 – 10:50 | Discussion – continued from last meeting: <ul style="list-style-type: none"><li>• <i>What jobs should the program be coaching students to apply for with their two-year degree?</i><ul style="list-style-type: none"><li>○ <i>Kendyl, partners with other campuses, she will follow-up and get back to the committee at next meeting</i></li><li>○ <i>Student interns have been very good, they free staff to work on other things. Start at minimum wage, offers a good opportunity for experience and growth into a Full-time position (starting at \$22 hr.)</i></li><li>○ <i>Accounting and property Account clerk positions are growing</i></li></ul></li></ul> |
| 10:50 – 11:15 | Discussion – impact of the closure of the Business Technology Program <ul style="list-style-type: none"><li>• <i>With the closure of the Business Technology Program, Accounting, and other professional technical programs are unsure which courses will continue to be offered and when. Of the courses below, what is the recommendation of this committee for the continuation of these offerings? Are these courses still relevant to the degree?</i></li></ul>   |

BUSTC 107 2 credit 10-key course, BUSTC 128 MS Word, BUSTC 150 MS Excel, BTWRT 115 Business Communication I (Substitute ENGL 101?), BTWRT 215 Business Communication II (Substitute ENGL 102?), Electives BUSTC 101 (Keyboarding), 129 (MS Word II), 160 (MS PowerPoint), (MS Access)

- 10 Key is essential for productivity (adding and subtracting)
  - Most students will already have MS Office, will need to be able to type a paragraph.
  - Business Communications is important, more so than an English course, must be able to type a well thought out paragraph.
  - Excel is essential and better to have than Google Docs, will need to be able to use Sum, Average, copy, and paste
  - Outlook is important
  - Power Point is not needed, but good to have for presentations
  - MS Access, will never use
  - MS Word, will need minimally (useful for writing instruction)
- Ideas: test into courses, give credit for prior learning, soft skills are important (critical thinking & public speaking)

11:15 – 11:30

College and Program Updates:

- A lot of change is happening
- Enrollment has declined in the last two years
- Enrollment is down 12%
- We must be efficient, we need an adequate number of students in each class
- Most impacted is the International enrollment, down 25 %, Important because a 3<sup>rd</sup> of students were in Accounting. It's been delayed, since the students can now take courses from their own country through Shoreline Community College
- 3 million was given to the College for PPE and for the lost revenue in the residency hall
- 1.2 million given for students to use for expenses and to pay for classes
- Most students accept student loans, they need to apply for FAFSA
- Cares Act – all federal loans have 0% loans
- There are also Workforce funds available, plus grants that don't need to be repaid
- There are scholarships available through the Shoreline Community College Foundation
- Students taking our Accounting program, about 28% are Pell Grant eligible and they don't need to repay the grant

- Some programs are losing students due to the lack of connection. It is important to building good relationships with the Community Colleges and to reinforce that connection

Announcement:

- Big news - President Cheryl Roberts will be retiring next year, June 30, 2022

11:30

Meeting Adjourned