Business Joint Advisory Committee Meeting

Includes: Accounting, Business Management and Business Technology

April 23, 2010

12:30pm @ Bugsy’s

Mary Beth Huxel opened the meeting with thanking everyone for attending. She explained that input from the community help make ECC’s programs better and that there was a great turnout at the Business Symposium.

**Accounting:** Jim Carter discussed the Accounting program. It has been a good year and the program has grown tremendously. The department is currently reviewing their curriculum and textbooks to ensure their cover current topics.

They have a few students working in the community with the Humane Society as a practicum. The students work to find out the business’ cost per animal. He has also received a not-for-profit and a for-profit business request for student help.

Dan Hall explained to the group they have added an international component to their curriculum. The students a look at reporting standards with a research component for West Africa currently.

Additional licenses of Quick Books were also added to the accounting lab.

Dan Hall also told the group that the Accounting Capstone course utilizes a business simulator which one of their students is ranked in the top 100 worldwide.

**Business Management:** David Ruggeri discussed the increase in communication skills in his curriculum. He has increased the number of presentations and added analytical thinking components. In the capstone course Ruggeri has also added an interview component. More business courses are being offered in Rolla via ITV and adjunct instruction as well as at our Warrenton location.

**Business Technology:** The department recognizes that Quick book training is needed for their students. A Special Topics Quick Books class was added to this spring semester and incorporated into some degree plans for the 2010-2011 school year.

Hannah Uffmann explained to the group that the degree plans for their program have changed: communication skill areas have been increased. Enrollment has increased significantly in the medical secretary program. Currently, the department is looking to revamp the legal secretary program.

Students completing the AAS degree must complete an internship. The committee was asked to email or call with suggestions of companies that could use the assistance. The committee recommended giving the information to the local Chamber of Commerce’s to distribute. 150 hours of internship is required.

Uffmann explained they submitted an request for new computers with transcription pedals through the enhancement grant.

Huxel added that the business area has been redesigned this year to create a cooperative environment with computer lab area.

**Training for Tomorrow Grant:** Brenda Bouse gave details on the Training for Tomorrow grant the college received. The college received $769,000 of funding through an initiative of Governor Jay Nixon to develop the following programs; LPN-RN Bridge, Culinary Art accelerated program, Chemical Technology, Business Management and Technology, and Health Information Technology.

Ruggeri gave information on the BMT program. There will be 66 credit hours devised from core classes and the 3 program areas. The program is designed to put student into the workforce or to move forward and finish a 4 year degree. Ruggeri has received input from the CIS department as well as Bus Tech and Accounting departments. Huxel would like to develop a small advisory group for this new program. The committee was asked to send names of interested individuals to Ruggeri. He is looking into the possibility of sharing seats in some classes with MO S&T.

Jean Erwin gave information on the HIT program. He explained that by 2014 all medical records must be in electronic format nation-wide. The program will begin at ECC Main campus in Fall 2010 and at Rolla in Fall 2011. Erwin explained that the program’s curriculum is mandated by accrediting agencies and will also offer certificate option to current HIT employees. Erwin explained students in the program will be trained in using HEMA as the HER program. Patient’s First currently uses Next Generation. Erwin also requested members for his advisory committee.