



Coastline College
Accounting, Business, and Management Advisory Board Meeting
 October 27, 2023
 8:30 – 10:00 am
 Hybrid
MINUTES

Board Member Attendees	Coastline College Ex-Officio Attendees
Rick Aguayo, Energy Pathway Program Manager, Strength Based Community Change	Kevin Erdkamp, Accounting Department Chair, Professor
Esmeralda Alexander, Quality Assurance and Kaizen Manager, 3 PL	Anna Isbell, CTE Outreach Specialist
Jesse Blanco, Senior Accountant, Windes	Stacey Smith, Professor, Economics/Business
Jamie Boydston, Inventory Control & Quality Assurance Leader, Target	Erin Thomas, Business Department Chair, Assistant Professor
Julia Budd, K12 Pathway Coordinator, Coastline ROP	Justin White, Instructor, Business
Humza Chohan, Coastline Alumnus	
Joyce Foss, Coordinator CTEP, Orange County Department of Education	
Sandra Hague, Senior Recruiter, CSG Consultants	
Eric Lane, Bloesma & Lane, Inc., CPA	
Dwight Nakata, CFP, YNCPAs and Cetera Financial Specialists LLC	
Donna Romero, Group Claim Manager, Automobile Club of Southern California	
Roy Sahachaisere, Coastline Alumnus	
Lisa Snowden, Newport-Mesa USD, Coordinator, Work-Based Learning	

The purpose of the Accounting, Business, and Management Advisory Board is to enable the department faculty and administration to receive input from industry partners for recommended changes in program direction. These recommendations include suggestions for improvement, expansion, student recruitment, innovation, and/or equipment to meet industry needs.

Department Chair, Accounting: Kevin Erdkamp

Department Chair, Business: Erin Thomas

1. Call to Order
 - a. Welcome and introductions
 - b. Zoom protocol/recording
 - c. Purpose of Advisory Board



2. Accounting Department Update
 - a. Comprehensive Program Review – Fall 2023
 - i. Work Based Learning
 1. Apprenticeship Program – Revised
 2. Personal Income Taxation Course - Revised
 3. Volunteer Income Tax Assistance (VITA) ongoing
 4. Strong industry & Education partnerships
 - a. Placements, events, and mentoring
 - ii. Proposed changes to Course Outlines of Record
 1. QuickBooks ACCT C107 Course – Intuit Certification now final exam
 2. Financial Accounting ACCT C101 – Data analytics project added
 - iii. New/Continued
 1. Full time faculty approved – Fall 2024
 2. Expansion of pilot program – concurrent enrollment at La Quinta High School
3. Business and Management Programs Update
 - a. Associate degree for Transfer in Business
 - b. Associate in science in Health Care, Human Resources, Management, Marketing, and Supply Chain Management
 - i. Concentration option or degree choice at primary transfer universities
 - ii. Academic Certificates are earned during process
 - c. Entrepreneurship Certificate: three 8-week courses resulting in a complete Business Model Canvas and Business Plan, including financial projections
4. Program Review and Request for Approval: Direct Assessment Competency Based Education (DA-CBE) AS in Management
 - a. Review of program structure and features - The program would produce two transcripts, one for competencies and one for courses, making it one of the first community colleges in the nation to offer this structure
 - b. Review of progress to date
 - c. Proposed the Management (Applied) A.S. program, which will be offered in the DA CBE Modality
 - i. Vote: 18 in favor, 0 opposed
 - d. Assuming timely department of education approval, begin offering January 2025



5. Industry Trends, Technology, and Workplace Recommendations

- a. What skills are you finding lacking in new hires? Trend of new hires struggling with real-world problem-solving.
- b. What skills make new hires stand out? Teamwork, communication, and a willingness to learn. Writing skills.
- c. How are you approaching internships/work-based learning, etc.? Hiring part-time employees before graduation – building a relationship with the firm early on to see if they are a good fit. Challenges are the employment/payroll processing for smaller businesses.
- d. Exploring concentrations in esports in Management and Marketing degrees – thoughts? We see it as a growing field. (Joyce)
- e. Additional participant feedback – Impressed with Paralegal program and Stephen Barnes. (Eric)

6. Closing Comments