



**Clovis Community College (CCC)**  
**Minutes**  
**Business/Accounting Program Advisory Committee**  
**Friday, October 26, 2018**  
**6:00 PM**  
**AC1- 118**

I. Introductions and roll call

The meeting was called to order and began at approximately 6:00 p.m., a little later than the original agenda time of 5:45 p.m. A roll call indicated the following:

Members present: Sally Cook (Business Community Member), Alan Cade (Reedley College – Madera Center Fulltime Faculty Member), Jason Tarvin (Business Community Member), LaKishia White (Business Community Member), Kyle Hendrixson (Business Community Member & CCC student), Jose Castaneda (CCC Fulltime Faculty).

Members absent: Alex Kaiser (Business Community Member), Robert Haller (Accounting Instructor, Retired - Community Member at large).

II. Background and purpose of Advisory Committee

Jose Castaneda (CCC fulltime faculty) referred the committee members to the bylaws and handbook for a detailed narrative of the purpose of the Advisory Committee. After some discussion it was unanimously voted (6 – 0) to set up a separate meeting to discuss possible changes to the advisory bylaws and handbook. See item VI below.

III. Accounting Degree and Certificates Discussion and Recommendations

The committee members were provided copies of narratives describing both the AS Accounting Degree and the Accounting Certificate of Achievement. The discussion centered on the fact that CCC when a North Center of Reedley College (Clovis Center and Willow International Center) offered both the accounting degree and the certificate of achievement. **After further discussion, the committee members unanimously voted (6 – 0) to recommend that CCC take the necessary steps to offer CCC students the opportunity to earn an accounting degree and an accounting certificate of achievement. The committee members all agreed that these options, specifically in accounting, will better prepare students for employment and encourage and motivate students to select an accounting career.**

IV. Topics for future discussions (i.e., new courses to offer to match labor market)

The group proposed the following topics:

- 1) Advisory Committee handbook and bylaws.
- 2) Additional certificates stackable under the accounting umbrella similar to the business degree.
- 3) Additional courses that CCC needs to develop to be able to offer students certificate options (i.e., tax preparation certificate, certificate in spreadsheets with accounting emphasis).

V. Future meeting date and time

The group decided to set up a meeting as soon as possible to discuss the handbook and bylaws. It was decided by unanimous vote to meet on Friday, November 16, 2018 at 6:00 p.m. to continue the discussion of the bylaws and handbook for possible revision.

VI. Other

No other business was proposed.

The meeting was adjourned at 7:20 p.m.