

**Business and Information Technology Division
Advisory Committee Meeting (Thursday, Nov. 8, 2012)**

Division Members Present:

Dansby, Bob
Larkin, Sheila
Smith, Aurelia
Plotts, Debra
Young, Susan

Community Members Present:

King, Robin (Columbus – Office of Public Defender)
Childs, Bobby (Jack Hughston Hospital)
George, Joseph (Jack Hughston Hospital)
Skinner, Leane (Auburn University)
Bagarella, Peter (TSYS)
Johnston, TJ (Behar Accounting Firm)

The general meeting opened with Dean Ormond providing information about Perkins Federal Funds. CVCC was awarded \$73,275.99 for 2012-2013. We seek input from members of the CVCC Career Technical Advisory Committees regarding all of the AAS programs and certificates and the use of these funds. Beginning this year, CVCC implemented a new process to determine how funds are spent. Specifically, funds are now tied to the Form B process.

Last year's Perkins funds were used for the following:

- | | |
|-----------------|--|
| 1) EMS | Purchased skeleton and clicker mannequin |
| 2) MAT | Purchased resting EKG |
| 3) Applied Tech | Purchased sixteen (16) computers for lab
Purchased one (1) computer for office
Purchased CAD/drafting software |
| 4) NUR | Purchased test-scoring system
PAR Score |
| | Purchased maternity simulator |
| 5) BIT | Covered travel expenses for Blackboard conference |

Ms. Plotts provided a brief update on the QEP.

The BIT Advisory Committee portion began with an introduction of all community members. Members then began discussion about curriculum changes and implementations for the past year. These included:

- 1) Strategies to improve student punctuality
- 2) IC3 certification exam (3 exams)

In addition, community members were asked for their thoughts and input for improving existing curriculum. Suggestions included the following:

- 1) Continue use of certification exams within courses
 - Net+ certification
 - Bookkeeper certification
- 2) Consider PMP (Office Project Management) and certification
- 3) Consider SharePoint training
- 4) Eliminate WKO101 since curricula include certifications that are valued more by industry. None of the advisory members stated that ACT WorkKeys assessment is used for hiring. One exception: customer service area.
- 5) Continue expanding internship possibilities

- Ms. King, Public Defender, stated that their office has throughout internships. The individual to contact regarding internships is:
Ms. Hosley 706.653.4301
 - Ms. Johnston mentioned that their firm may consider possible internships. Ms. Johnson still be requesting a meeting at the firm about this and will be in contact with Dr. Dansby.
 - Ms. Johnston mentioned that managerial accounting is a most useful and desirable course and suggested that it become part of the accounting curriculum. Dr. Dansby suggested replacing Payroll Accounting (ACC 140) with a managerial accounting course; Ms. Johnston agreed with the suggestion.
- 6) Research the possibility of developing AS (IT) transfer degree
 - 7) Seek ways to smooth process for internships where companies require health tests, etc.
 - Mr. Childs will be in contact with HR (Jack Hughston) to develop a process for handling medical tests in house. Ms. Smith and Ms. Larkin will be in contact with Mr. Childs about this process.

After no further discussion, the member was adjourned.