**Chaffey College**

**Accounting & Accounting/Financial Services Advisory Board Meeting Minutes**

**January 29, 2021 (9 a.m. – 10:30 a.m.)**

Meeting attendees:

* Heather McGee Decauwer, Signing Director - Clifton Larson Allen LLP
* Carol Dickerson, Professor – Chaffey College
* Magdy Farag, Professor and Chair of Accounting – Cal Poly Pomona
* Yolanda Friday, Dean of School of Business and Applied Technology – Chaffey College
* Susan Hume, Assistant Superintendent, Business Services – Bonita Unified School District
* Jill Karp, Senior Manager – Miller Kaplan
* David Karp, Professor and Coordinator – Chaffey College
* Ken Kederian, Assistant Professor and Chair of Accounting and Economics – Azusa Pacific University
* Michelle Martinez, Counselor – Chaffey College
* Renee Miller, Professor and Director of M.S. Accounting program – University of La Verne
* Karin Nelson, Associate Professor – Chaffey College
* Gema Ptasinski, Principal – CLA Glendora
* Lisa Shoemaker, Assistant Superintendent – Claremont Unified School District

1. Curriculum Standard Updates: The Chancellors’ Office requires that all advisory committees vote on whether they feel the programs for which they advise are still relevant and employable.

The following programs were approved as follows:

* 1. Accounting AS – recommend no changes

Decauwer – yes

Dickerson – yes

Farag – yes

Friday – yes

Hume – yes

J Karp – yes

D Karp – yes

Kederian – yes

Martinez – yes

Miller – yes

Nelson – yes

Ptasinski – yes

Shoemaker - yes

* 1. Accounting Certificate – recommend no changes

Decauwer – yes

Dickerson – yes

Farag – yes

Friday – yes

Hume – yes

J Karp – yes

D Karp – yes

Kederian – yes

Martinez – yes

Miller – yes

Nelson – yes

Ptasinski – yes

Shoemaker - yes

* 1. Accounting for Government and Not-For-Profit Organizations Certificate – recommend no changes

Decauwer – yes

Dickerson – yes

Farag – yes

Friday – yes

Hume – yes

J Karp – yes

D Karp – yes

Kederian – yes

Martinez – yes

Miller – yes

Nelson – yes

Ptasinski – yes

Shoemaker - yes

* 1. Payroll and Income Tax Preparer Certificate – recommend no changes

Decauwer – yes

Dickerson – yes

Farag – yes

Friday – yes

Hume – yes

J Karp – yes

D Karp – yes

Kederian – yes

Martinez – yes

Miller – yes

Nelson – yes

Ptasinski – yes

Shoemaker - yes

* 1. Bookkeeping Certificate – recommend changes as noted below

Decauwer – yes

Dickerson – yes

Farag – yes

Friday – yes

Hume – yes

J Karp – yes

D Karp – yes

Kederian – yes

Martinez – yes

Miller – yes

Nelson – yes

Ptasinski – yes

Shoemaker – yes

* 1. Accounting Paraprofessional Certificate – recommend deactivation

Decauwer – yes

Dickerson – yes

Farag – yes

Friday – yes

Hume – yes

J Karp – yes

D Karp – yes

Kederian – yes

Martinez – yes

Miller – yes

Nelson – yes

Ptasinski – yes

Shoemaker - yes

* 1. Financial Planning Certificate – recommend deactivation

Decauwer – yes

Dickerson – yes

Farag – yes

Friday – yes

Hume – yes

J Karp – yes

D Karp – yes

Kederian – yes

Martinez – yes

Miller – yes

Nelson – yes

Ptasinski – yes

Shoemaker - yes

1. Updates from Advisory Board Members and Counselors
   1. The group discussed CPA firm hiring requirements and desires as well as hiring qualifications for students with associates degrees and/or certificates.

Revised bookkeeping certificate:

Units

ACCTG 435 Payroll Accounting 3

ACCTG 460 Commercial Accounting Software 3

ACCTG 485 Bookkeeping 4

BUSTEC 63 Microsoft Office Excel – Comprehensive 3

Select one course from the following:

BUSTEC 465 Fundamentals of English for Business 3

ACCTGFS 30 Personal Finance 3

ACCTGFS 453 U.S. & California Income Tax Preparation 4

Total units = 16-17