

EAST LOS ANGELES COLLEGE
DEPARTMENT OF BUSINESS ADMINISTRATION
Advisory Committee Meeting
Friday, November 17th, 2017
12:00 – 2:00 p.m.
Technology Center E3-313

Purpose: Advisory Committee Meeting

Chaired by: Isabel Yeung

ADVISORY COMMITTEE MEMBERS PRESENT

Mr. David Lau
Former Mayor, City of Monterey Park

Mr. Cynthia Amador
CEO, Azul Management Systems Institute

Ms. Constance Anderson
Director, Small Business Development Center

Mr. Javier Lepe Arreola
Attorney, Law Offices of Javier Lepe

Ms. Jacky Chen
Principle Solution Architect

Ms. Lillian Conroe
Governor's Office for Small Business

Ms. Nadia Haddad
President, Freeway Towing

Ms. Katyna Hernandez
Wells Fargo, Manager/Vice President

Ms. Amy Kaizuka
Senior Staff Attorney, OneJustice

Ms. Kat Delgado Kirkwood
Businessperson

Mr. Lee Brian
Owner, Relion

Mr. Steve Lo
Application Development Supervisor, Community Development Commission County

Mr. Daniel Morales
College Instructor – Computer Science

Mr. Jose Juan Vega
FVP Manager, Small Bus Development, Small Bus Lending Dept.

Mr. David Alexander
Chief Info Sec Officer, LADWP

Mr. Gonzales Luis
Wells Fargo

Mr. Frank J. Gomez
Tax, Block Advisors

ADJUNCT FACULTY OF ELAC BUSINESS DEPARTMENT PRESENT

Mr. Oliver Hsu
Operation Administration Manager, LA County
Adjunct Instructor of Accounting, ELAC

Mr. Ryan Toma
Accountant, Adjunct Instructor of Accounting, ELAC

Mr. Donald Dennis
Attorney, Adjunct Instructor of Law, ELAC

FULL TIME FACULTY OF ELAC BUSINESS DEPARTMENT PRESENT

Mr. Frank Aguirre
Assistant Professor of Business

Ms. Jennifer Alvarado
Assistant Professor of Accounting

Mr. Adolfo Espinoza
Assistant Professor of Accounting

Mr. Harvey Hihara
Assistant Professor of Accounting

Mr. Babak Khollesi
Assistant Professor of Computer Science Information Technology

Mr. Satoshi Kojima
Professor of Accounting

Ms. Laura E. Ramirez
Assistant Professor of Business

Mr. Filemon Kevin Samson
Assistant Professor of Law

Ms. Helen Sheran
Professor of Computer Science Information Technology

Ms. Isabel Yeung, Business Administration Department Chairperson
Professor of Accounting

EAST LOS ANGELES COLLEGE ADMINISTRATION & STUDENT REPRESENTATIVE

Ms. Mercedes Yanez
Dean, Academic Affairs / Career Technical Education

Mr. Armond Aghakhanian
Foundation

Mr. Rodrigo Aguirre
ASU

Ms. Lynette Dolatre
CGCA, Elac

Mr. Kahna Song
Student, Major Accounting

Mr. Yewen Zhou
Student, Major Economics

I. Lunch and Informal Networking (12:00-12:30 PM)

Lunch, refreshments and social time were enjoyed by Advisory Committee members who attended.

II. Call to Order (12:30 PM)

East Los Angeles College Business Administration Department Chairperson Isabel Yeung called the Business Administration Department Advisory Committee Meeting to order in the E7 Technology Center Building Conference Room, E3-313, at 12:30 p.m.

III. Welcome: Isabel Yeung, Department Chair

Ms. Yeung – Welcome Speech

- Purpose of the meeting: To gather a group of professionals and community leaders together from the community in order to learn from their advices on how the Department can be improved. The Department will seek for suggestions on course and program development, and recent technologies.

IV. Introduction of Guests

The Committee members and Faculty members present introduced themselves. (Please see the guest list)

V. Discussion: Impact of Technology to Millennials in the Business World

A. What is the impact of technology to millennials in the business world?

- Students need to bring value to their employer
- Expectation that students know social media and are willing to share their knowledge with their employer.
- Students with presentation skills are add value to a business.
- Knowledge of geocoding and how to put together a social media marketing campaign are desirable skills.
 - a. Internships are a good way to learn need of employers.
- Fee processing using Vimeo, mobile apps, Eventbrite as well as direct deposit are skills employers seek.
- Marketing through social media is a valuable skill.

B. What does the business expect from ELAC students?

- Employers expect students to adjust their expectations for an entry-level job and learn quickly.

- a. Even a photocopy job is an opportunity to see a business from the inside.
- Students need good interpersonal skills, communication skills.
- Students need to respect the process of the workplace and introduce new tools like social media respectfully.
- Students need to understand the unwritten culture of a workplace regarding conflict resolution, and develop their personal power.
- Students need to dress professionally.
- Students need good business ethics and need to embrace peer learning.

VI. New Programs and Certificates that have been Approved

A. Accounting

- Forensic Accounting
- CPA Accounting Requirements Certificate – 24 units

B. Business, Finance, Management, Marketing and Supervision

- Hospitality Management
- Organizational and Theory Management
- Accredited Financial Counselor Pathway
- Public Relations in Business
- Business Communications
- Business Ethics
- Work Readiness Skills
- Internet Marketing
- Essentials of Social Media Marketing
- Business Financial Management
- Sales Psychology

C. Computer Science

- Cyber Security Certificate
 - Intro to Comp. Security / Network Info System Security
 - Intro to Comp. Forensics
- Cloud Computing Certificate
 - Intro to Cloud Computing
 - Database Essentials in Amazon Web Service
 - Compute Engines in Amazon Web Service
 - Security in Amazon Web Service
 - Server-side Ruby Web Programming
- Web Development Certificate
 - Intro to Web Scripting

- Database-Driven Webpage Development
- Courses that fall under more than one certificate:
 - Mobile App – Android
 - Mobile App – iOS
 - Linux-Unix OS
 - Python programming
 - Xamarin – MS Visual Studio

D. Law & Real Estate

- Legal Assistant / Paralegal Skills Certificate

VII. Summary and Closing Remarks

The Department Chairman, Ms. Yeung thanked the members for participating in the meeting and adjourned the meeting