**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

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

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

1. **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.

1. **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.

1. **Introduction of Guests**

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

1. **Discussion: Impact of Technology to Millennials in the Business World**
2. 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.
  1. 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.

1. What does the business expect from ELAC students?

* Employers expect students to adjust their expectations for an entry-level job and learn quickly.
  1. 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.

1. **New Programs and Certificates that have been Approved**
2. Accounting

* Forensic Accounting
* CPA Accounting Requirements Certificate – 24 units

1. 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

1. 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

1. Law & Real Estate

* Legal Assistant / Paralegal Skills Certificate

1. **Summary and Closing Remarks**

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