

**Career Education Advisory Board Meeting Minutes
College of the Canyons – Business and CAWT
4/23/2020
William S. Hart Union High School District**

NAMES/ TITLES OF ADVISORY COMMITTEE MEMBERS	Name of Company, Business, College, High School and Title	Email Address	Telephone Number	ATTENDANCE Present or Absent
Business Partners including Industry, Non-Profit and Community Based Organizations				
Gary Bohamed	Embo, LLC	bohamed@yahoo.com		
Ben Brown	Taspro	benjamsb@gmail.com		
Bridgett Lee	Medical Industry Eli-Lilly Inc.	Bridgettlee45@gmail.com		
Cybil Malachi	TV Producer / Judge Judy	Cybil.malachi@gmail.com		
Rebecca Sweeney	Lending USA / Senior Director	rebecca@lendingusa.com		
Jennifer Valdivia	BDO Accounting Firm / Partner	jvaldivia@bdo.com		
Carmen Perez	Mental Health and Social Services Integration Project Manager	Perezc04@ah.org		
Program Chair				
Nicole Faudree	Faculty / COC	Nicole.faudree@canyons.edu		
Donald Carlson	Dean, School of Business / Interim Dean, School of Applied Technologies	Donald.carlson@canyons.edu		
4-year college discipline instructor(s)				
Student Representative(s)				
K12 discipline instructor(s)				
Discipline faculty				

Christina Chung	Faculty / COC	Christina.chung@canyons.edu		
Gary Collis	Faculty / COC	Gary.collis@canyons.edu		
John Francis	Faculty / COC	johnfrancis@canyons.edu		
Victor Jadaon	Faculty / COC	Victor.jadaon@canyons.edu		
Melanie Lipman	Faculty / COC	Malanie.lipman@canyons.edu		
Bob Maxwell	Faculty / COC	Robert.maxwell@canyons.edu		
Gary Quire	Faculty / COC	Gary.quire@canyons.edu		
Diane Sianko	Faculty / COC	Diane.sianko@canyons.edu		
Alan Strozer	Faculty / COC	Alan.strozer@canyons.edu		
Heaven Warner	Faculty / COC	Heather.warner@canyons.edu		
Parent(s)				
Counselor(s)				
Staff				
Other guest(s)				
Keri Aaver	Director of Job Placement	Keri.aaver @canyons.edu		
Harriet Happel	Dean of Career Education / COC	Harriet.happel@canyons.edu		

Meeting Commenced: 6:05PM

Welcome and Introductions: All

Motion to approve minutes from the spring meeting by: Gary Bohamed

Motion seconded by:

All approve

Review of Course Curriculum: Meetings are taking place to discuss an Entrepreneurship Center. The center would benefit current and graduating students in the Entrepreneur Program and focus on start-up businesses. The plan is to have the center open within the next two years. It was suggested that guest speakers from outside Santa Clarita come to the center to speak to students in the program as a way to increase network. Discussion is taking place about adding a three or four noncredit class series for Entrepreneurship. Gary Quire will have further discussion with Ben Brown and Gary Bohamed in regards to having more Entrepreneurs involved with the center. Harriet Happel recommends for planning of the center to take place immediately.

All credit and noncredit CAWT courses will have the option to be taught online. DLA's have been completed for the entire curriculum. Complete degree programs for the CAWT program will now be available online.

Seven noncredit courses in Human Resources are being offered with a total of three certificates. There is a Human Resources Assistant certificate, a Supervisor's Roadmap certificate, and a HR Professionals certificate.

Status of the Program: The Future Business Leaders of America Club on campus has about thirty to forty students this year and is connected to a national organization. It has been a struggle to get more students involved but Faculty is working hard to recruit more students. Club events that were focused on personal finance were organized by Christina Chung and Bob Brown last fall. About one-hundred students attended the events.

A one-day State Leadership Conference was held in the fall at the College of the Canyons University Center. The event went well and students had a great time.

The State organization put together an online competition for students that included guest speakers and social activities through Facebook Live and Zoom. Students were able to prepare and upload their presentation videos and did very well. Several students placed in the top three categories in both the online events and presentation events.

Due to the Coronavirus pandemic, the FBLA National competition will take place virtually. The program is hoping to have about ten students attend and compete in the competition. Students can compete in about sixty different categories.

FBLA has increased funding through Perkins V, as the grant can now be used to support Career and Technical student organizations. Harriet Happel will look at the budget with Bob Maxwell and Heaven Warner to set aside funds.

Gary Bohamed suggested that faculty reach out to students in order to prevent a drop in FBLA membership during the current distance education. He also suggests that a group of students come and present at a future advisory meeting. Lastly, Gary would like to see more attention focused on LinkedIn Learning in order for FBLA alumni to make more connections. Gary Collis offered to work with Keri Aaver to create a LinkedIn Alumni group. Gary Quire would like to work with Keri to create a LinkedIn group for Entrepreneur alumni as well.

A Shark Tank-like Business competition that students participated in in the past is currently not being done after realizing it was something many students preferred not to do. A survey may be given to students in the future at the beginning of the semester to determine interest from students. It was suggested that students be shown a video at the beginning of class for them to get an idea of what to expect from the competition. Gary Quire will share links to five minute commercials that are on the COC website for the Business Accounting and Business Entrepreneur Programs to receive input.

Industry: Jennifer Valdivia suggested that a noncredit NetSuite course be offered in the future as she is seeing smaller clients moving to this software.

Carmen Perez suggested focusing on the technology needs of those in healthcare and telemedicine in addition to focusing on health insurance billing. Bridget Lee added that students would thrive by taking courses focused on business to business, communications, healthcare and technology. It is important to prepare students for the bigger role that technology will play in healthcare. Bridget emphasized that students would benefit from the college offering courses in healthcare. Rebecca Sweeny added that in using remote tools, it is important that people are compliant, have professionalism, good etiquette, and good ethics.

Ben Brown made a suggestion to consider a focus on an omni-channel approach to the garnering of business revenue. He added that marketing content should also be a focus.

The spring Advisory Board meeting is scheduled for October 8, 2020 at 6:00PM. It will take place via Zoom.