

PROGRAM COMMITTEE NAME:		Business Management				
CHAIRPERSON:		Jodi Lindseth				
MEETING DATE:		01/19/2018	MEETING TIME:	8:30am	MEETING PLACE:	AC Washington St. Campus, Parcell's Room 103
RECORDER:		Kathy Davenport		PREVIOUS MEETING:	04/12/2017	
COMMITTEE MEMBERS						
List all members of the committee, then place an X in the box left of name of those present						
	NAME	TITLE	EMPLOYER INFO	PHONE	EMAIL	
X	Bruce Moseley	Executive Director	Turn Center	806-679-2620	bruce@turncenter.org	
X	Marin Rivas	Workforce Development Director	Workforce Solutions	806-372-3381	mrivas@theprpc.org	
X	Trent Morris	Director	Workforce Solutions	806-350-1632	tmorris@wspanhandle.com	
X	Terri Boswell-Williams	Senior Vice President	Amarillo National Bank	806-378-8126	terriboswell@anb.com	
X	Ladonna Troutman	Senior Relationship Manager	Wells Fargo	806-371-3746	Ladonna.j.troutman@wellsfargo.com	
X	Niko Navarro	Owner/Operator	Damage Inc. Upholstery	806-335-0208	decoratorsworkroominc@yahoo.com	
X	Chip McCampbell	HR Director / Adjunct Instructor	Bruckner's Trucking / Amarillo College	806-676-6694	cmccampbell@brucknertruck.com	
X	Marcie Fisher	Owner/Operator	Power Pipe & Tank, Sancha Cattle	806-681-8571	spenfish44@gmail.com	
	Jason Harrison	VP Bus. Development & Gov. Affairs	Amarillo Chamber of Commerce	806-373-7800	jason@amarillo-chamber.org	
	David Hemphill	CFO	Sonic	354-9660 x305	davidh@cisonic.com	
	Jody Holland	CEO	The MuRF Website	806-410-0375	jody@murfsystems.com	
			The Cloud Interview Website			
	Brian Jennings	VP, Business Development	Amarillo EDC	806-379-6411	brian@amarilloedc.com	
	Linda McCarty	Dir. Of Human Resources/Risk Mgmt.	Toot 'n Totum	373-4353 x144	lmccarty@tootntotum.com	
	Karyn Pierce	CTE Career Guidance Counselor	AISD	806-326-1305	karen.pierce@amaisd.org	
	Joshua Raef	Owner / Operator	Chick-fil-A at Georgia St.	806-358-8055	Joshua.raef@chick-fil-a.com	
	Shannon Williams	General Manager	Budweiser Distributing Co.	806-373-1746	shwilliams@amabud.com	
EX-OFFICIO MEMBERS						
	Tamara Clunis	VP, Academic Affairs	Amarillo College	806-371-5226	ttclunis@actx.edu	
X	Mark Usnick	Department Chair	Amarillo College	806-371-5994	mcusnick@actx.edu	
	Carol Buse	Dean STEM	Amarillo College	806-345-5621	acbuse@actx.edu	
	Frank Sobey	Associate Vice President-Academic Affairs	Amarillo College	806-371-5472	fesobey@actx.edu	
X	Kathy Davenport	Administrative Assistant	Amarillo College	806-371-5269	kathy.davenport@actx.edu	
X	Joel de la Fuente	Academic Advisor	Amarillo College	806-371-5451	j0252841@actx.edu	
X	Jodi Lindseth	Program Coord./Instr.-Bus. Mgmt.	Amarillo College	806-371-5102	jlindseth@actx.edu	
X	Rhonda McCampbell	Instructor	Amarillo College	806-371-5998	r0359854@actx.edu	
X	Renee Stovall	Instructor	Amarillo College	806-371-5099	trstovall21@actx.edu	

Advisory Committee Meeting Minutes

AGENDA ITEM	ACTION / DISCUSSION/ INFORMATION	RESPONSIBILITY
Old Business:	NA	
Continuing Business:	NA	
New Business:		
Curriculum Decisions:	NA	
Other:	NA	
KEY DISCUSSION POINTS	DISCUSSION	
Old Business	<p>Introductions around the table. Staff changes. Introduced new instructors, Rhonda McCampbell and Renee Stovall. Motion by Marcie Fisher to approve the previous minutes seconded by Terri Boswell-Williams.</p>	
Continuing Business	<p>Graduated 45 students in Spring 2017. Administration notified up by only 11 students in fall, however, counting the 45 that graduated, plus 11 now, means program actually gained close to 60 new students for Fall 2017. Looked at community needs versus what we are putting out, and discussed plans for new recruiting plans to bring in more students to meet community needs. Projecting that by Fall of 2018, entire program will be available online. Discussed Management Think Tank – tables set up as pods, encouraging more teamwork. Contract classes with Bruckner's Trucking help cover the cost of the set-up.</p> <p>Went over stackable credential flow-charts to show each certificate specifications and how each level feeds into the next, which all flow into the Associate's degree. Each program emphasis has its own version of stackable classes.</p> <p>Discussed at length the Culinary / Food Services emphasis of study. The question was raised, "How do we get more students into the classes?" Ms. Lindseth stated that the largest obstacle that students discuss is the lack of a working kitchen for them to study in. The students have expressed the desire to be in the kitchen, and because Amarillo College does not offer that, the students are not as interested in pursuing this line of study from Amarillo College as they are from another college that has the kitchen available. Suggestions were made of approaching businesses in the area to recruit students. Renee Stovall spoke about two different locations within the Amarillo area that have working, industrial kitchens that are available to be rented by the public, so a possible agreement with Amarillo College might be an option. Chip McCampbell made a suggestion of offering classes catered to best benefit a specific company if that company will guarantee a certain number of students. He spoke about Bruckner's as an example of this. Bruckner's brings in the students and while they are learning the same material as an academic student, the discussion board questions or examples given to the students are focused on situations they will face at Bruckner's.</p>	
New Business:	<p>Renee Stovall spoke about the possibility of designing digital badges for students to display on LinkedIn and resume sites to show that they have been recognized by the Management Department for outstanding skill sets – such as time management skills, leadership skills, or good team leader skills. This will give students that are excelling in the classroom something extra that they are able to show to current or potential bosses to show that their instructors recognize the student's hard work and skill set. It will also give students something to show that while they may not have the degree or certificate yet, the skills that they possess are being recognized.</p>	

Advisory Committee Meeting Minutes

	<p>Rhonda McCampbell spoke about the new QR code with an “AC” in the middle of the code. When scanned, it will take the students directly to the Amarillo College website. The QR code is being featured at the Success 360 events.</p> <p>Jodi Lindseth discussed a new grant that is being worked on that will provide “OER content”, allowing classes to not require textbooks. The students will have access to electronic content that will be available on the first day of class, removing any concern of students not having a textbook during the first week of classes.</p> <p>Jodi dismissed the meeting at 9:35AM.</p>		
Curriculum Decisions:	Motion made to include Project Management in the curriculum made by Terri Boswell-Williams was seconded by Marcie Fisher. Unanimous yeas.		
Other:			
Chairperson Signature:		Date:	Next Meeting: To be announced