

Accounting & Management Department
Minutes February 22, 2014 1:00 pm – 2:30pm

Present: Brenda Domico, Ralph Jagodka, Bonnie Jeffers, Tom McFarland, and Dan McGeough

AST Degree:

The Department approved the submission of paperwork to request the addition of an AST Degree in Business. Brenda and Tom will move forward with the approval process. The Department however did have concern about the promotion of Business elective classes. The Department will invite a representative from the counseling department to a future meeting to discuss our concerns.

Marketing Classes:

Marketing classes are moving from the Business Administration Department to the Accounting and management Department effective Fall 2014.

Management Position Hiring Committee:

Tom discussed the need to assemble a hiring committee for the hiring of a new business management professor. Tom, Brenda, Ralph and Dan all agreed to serve on the committee.

SLO:

The department continued discussion about SLO's. The discussion centered on our plans to update course-specific SLO descriptions. Alignment with the official course outlines was emphasized, ensuring a strategic and integrated approach. The department is moving forward with this effort.

EPie: Due date for EPie will be in June. Tom and Brenda will send the forms to department members when they are released. The department will work together to complete and review all of the sections.

Evaluations: Dan distributed an updated part time faculty evaluation schedule listing all necessary adjunct evaluations that must be completed during the Spring semester. Department members made a commitment to complete the evaluation process as soon as possible.

Advisory Committee: Bonnie has already reserved the facility for the Advisory meeting and ordered the food. The Advisory committee meeting will be held on May 6th. More planning and discussion will follow at a later date.

AFM: The accounting finance and management club disbursed flyers for their kick off meeting on March 4th. Brenda and Tom asked everyone to please help by promoting the club meeting time and date to all of our classes.

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Budget:

All purchase requisitions must be in to the Division by end February.

College Emergency Preparedness Drill:

The College Emergency Preparedness Drill will take place on March 18th. Tom passed out emergency plan paperwork to all department members. Department members were advised to be ready for that day.

Waitlist:

There has been a College wide discussion about increasing the registration waitlist for classes to twenty. The department had no problem with this.

Congratulations To Ralph Jagodka:

The Department congratulated Ralph Jagodka for his recent appointment to the District Export Council of Southern California. Ralph was appointed in January by the United States Secretary of Commerce.

The follow is some detail about The District Export Council of Southern California:

The [District Export Council of Southern California \(DECSC\)](#) is the largest DEC the United States, serving the heavily populated, trade-intensive counties of Los Angeles, Orange, Ventura, and Santa Barbara, along with part of the San Joaquin Valley. The DECSC has 40+ qualified, high-level executives as members, each with extensive business, government, and/or academic experience in international trade, including particular expertise in:

- Export manufacturing and management
- Trade education, research and assistance
- International marketing
- International trade law and compliance
- International transportation and logistics
- International trade finance and insurance

All DECSC members are nominated and vetted by the U.S. Department of Commerce and Appointed by the U.S. Secretary of Commerce! The DECSC is governed by a Chairman, Executive Committee, and several Committees whose members dedicate their time and effort to carry out the goals and objectives of the DECSC's strategic plan.

All Department members extended to Ralph their sincere congratulations for this very prestigious appointment.