



bossier parish  
community college

**BUSINESS**

## **Division of Business Advisory Board Meeting**

**November 16, 2016**

**12:00 pm**

**A-230**

### **Members Present:**

Karen Buckhanan  
Krysta Cyr  
Lisa Fincher  
Peggy Fuller  
Raymond Gaines  
Michelle Grant  
Bridges Hall  
Betty Johnson  
Rocky Maddox  
Stacey Thomas  
Barbara Webber  
Patricia Wyatt

### **Title:**

Adjunct Instructor  
Human Resource Manager  
Administrative Assistant III, Division of Business,  
Dean, Division of Business  
Assistant Dean of Business, Program Director, Health Care Mgt.  
Professor, Division of Business  
Market President  
Adjunct Instructor  
Vice President/Mortgage Lending  
Realtor  
Director of Marketing  
Retired Professor and Program Director, Division of Business,

### **Industry:**

BPCC  
Red Ball Oxygen  
BPCC  
BPCC  
BPCC  
Red River Bank  
BPCC  
Home Federal Bank  
Coldwell Banker Gosslee  
MBK Marketing Sol  
BPCC

### **Guest:**

Nathaniel Manning  
Leonard Osborne  
Delbert Shorb  
George Valcho  
Elisabeth Wicker

Instructor, Division of Business  
Instructor, Division of Business  
Instructor, Division of Business  
Instructor, Division of Business  
Instructor, Division of Business

BPCC  
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BPCC

### **Members Absent:**

## **Introduction:**

The board members assembled at 12:00 p.m. for lunch and informal conversation. Michelle Grant welcomed everyone to the Business Advisory Board meeting for 2016 and encouraged everyone to share their insights and recommendations regarding the current classes and programs that we are offering our students. She explained the agenda in the folders and that we will follow protocol and can make any necessary corrections within the packages. Everyone began introducing themselves around the table.

Delbert Shorb reiterated the welcome and explained to the members and guest the agenda and information that followed. He encouraged that if there is anything that needs expanding from the community to BPCC to email Michelle Grant for any input to help. The floor was opened for discussion.

Peggy Fuller explained that the reason for the Advisory Board was created to help us make our degree better for when we send our students out in the public to work and be great tax payers. She explained that in 2012 we combined the Business Administration (BADM) and Health Care Management (HCM) advisory board because both have to do with the Business Administration Degree. At that time is when board members asked about a BADM internship and at this present time we have an internship for our Business Degree.

She explained that students can get credit for hands on learning with the internship and that was one important access that came out of the last meeting. She mentioned that one of the other topics was a real estate and banking certificate per previous student's request. At that time there was not enough feedback or interest from the community to push the request.

Barbara Webber asked about how the internship was progressing and if there was any feedback of any problems.

Karen Buckhanan explained that the internship program within her facility at the Veteran's Medical Center is progressing well and that one of the interns was awarded full time employment as a result of the program.

Peggy stated that one of our BADM internship program is here at the college through our Business Office where students are taught accounting, billing, and how to close out financial books and that our internships have been successful and that we have not received any bad reports at this present time.

A member asked how the job placement and finding the facilities that work within the internship.

Karen explained that she has contacted and reached out to some Health Care Originations developed a relationship with them and working with our education department at the VA (Veteran's Medical Center).

Raymond Gaines explained that some students have full time jobs employment and with the help of the instructor, school and the advisor they are able to be placed there for the internship or they will seek out internship themselves at a job that they are interesting in.

Michelle Grant stated that within the BADM internship students will sign up for the Business internship course and if the student is already employed they can use that as credit or placement is set up for them. This is done with the assistance of our Career Services/Job Placement coordinator who informs us of any companies that contact her in

search of interns. She explained that the process of the internship and what is expected from them before and after the course.

Krysta Cyr explained that her company, Red Ball Oxygen has an internship through BPCC and it has been a great success. She explained that they are very pleased with the students they are appointed and how the company works around the student's schedule. She informed the board how they help students to realize that employment is about working upwards to succeed.

Raymond Gaines turned everyone's attention the Agenda and began explaining the courses per the agenda.

1. Associate of Applied Science in Business Administration
  - a. This degree is the corner stone of the division
  - b. Offered totally online
  - c. Can be completed in one year through the accelerated learning program
2. Associate of Arts Louisiana Transfer (Business Concentration)
  - a. Recommended for our students that are pursuing a four-year degree and credits are transferrable
3. Associate of Science in Health Care Management
  - a. This degree is a managerial degree with emphasis in Healthcare studies
4. Certificate of Technical Studies
  - CULA- classroom and laboratory instructions and experience to students desiring a career as a professional chef.

An Associate Degree in CULA is still in progress will go before the board in December 2016 for approval or dis-approval.

- Legal Secretary- Discussed that students in this degree are successful and get job placement. This was one of the certificates that was requested by the community and is a success in the legal profession.

It was discussed that the real estate and banking training could be beneficial to the community but could be a struggle with teaching and staffing with the lack of faculty having master's degree.

Michelle Grant stated that she is a on an alternative credential community if a person does not have the 18hrs of that study that they are teaching, if they have the work experience, they can submit a portfolio of the experience and the community will evaluate it.

It was suggested that a survey be administered for the banking and real estate profession to see the expectations of their internship. It was asked to the board members how they would feel about a CTS (Certificate of Technical Studies), for real estate.

Stacey Thomas asked if any courses are offered about everyday spending and general life. She suggested that classes about mortgages and budgeting be offered within the CTS for real estate.

Michelle stated that in Accounting and Finance courses budgeting and finance are offered.

Rocky Maddox stated that most of the banking and real estate agencies have a plan in place that prepares workers for their work place. He stated that there is already training in place for all the banks which funnels them into a job

through internship. The agencies are training in-house. Agencies need to come to colleges for resources for internships that are trained to do what the business industry needs.

Krystal asked how many students are enrolled in Accounting and Finance classes and are there enough enrolled to get an Associate Degree and is there a more in-depth degree in Accounting.

Peggy stated that there are 8-10 classes are offered with 30-35 students enrolled. The board of regions will not allow two colleges within a 50 miles radius to offer the same degree. At this time Southern University has the degree in Accounting that will not allow us to offer it. A CTS in Accounting is offered.

Rocky stated bankers would be willing to coordinate with educators to get information on what and how to teach their employees on the job specifics that are needed for the employment.

Peggy stated that employers are requesting documentation about their degree and that with a working student the accelerated program will help them finish their degree in a year. The process of getting it back is in progress.

Delbert thanked everyone for coming and stated that the time for the meeting has come to an end and reminded everyone to contact Michelle Grant if there were any questions or concerns. Meeting was adjourned.

*Minutes submitted by: Lisa Fincher*

*Minutes approved by:*