

**Business Advisory Board
November 30, 2016**

ATTENDANCE

Introductions were made: Sandy Cook, Clifton Larsen Allen; Adam Dennis, Steel Grip; Viv Dudley, DACC; Brian Fink, DACC; Jessica Gray, Country Craftsman; Kelsey Kellams, Fountain Trust; Tom Kelly, Kelly Printing Co., Inc.; Dave Kietzmann, DACC; Dwight Lucas, DACC; Chris Martin, DACC; Bruce Rape, DACC; Amy Schleef, Armstrong High School; Jen Slavik, DACC; Angie Springer, DACC; Betsy Strader, Trillium; Reggie Warfield, First Midwest Bank

REPORTS

There were no reports at this time.

OLD BUSINESS

No old business

NEW BUSINESS

Brian gave an update on accounting.

Viv is updating the digital portion of all the courses in Marketing with current, relevant textbooks that are digital.

Chris updated the members on the technology changes in Office Systems. They are currently moving towards WIN10 and Office 2016. The O.S. faculty are restructuring the degree to a basic degree with specializations in accounting/marketing, graphic design, medical and administrative assistant.

The instructors broke into groups to talk about individual programs of Office Systems, Marketing, and Accounting.

ITEMS FROM THE FLOOR

Betsy Strader gave an update on employment trends. Most positions that companies are seeking applicants from are professional, light industrial, and engineering. Many positions require a four year degree, with only some employers seeking AAS degrees.

DATE of NEXT MEETING

TBD

MINUTES SUBMITTED by:

Respectfully submitted,

Lisa J. Osborne

Lisa J. Osborne
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Business and Technology