

**Northland Pioneer College Department of Business**  
**Minutes for the Advisory Board Meeting on**  
**April 18, 2014**  
**11:30 a.m. to 1 p.m.**  
**White Mountain Campus, Rm. #LC 110**

Attending Advisory Board Members: Natalie Stobs, Kerwin Lawrence, Kyle Beecroft, and Eva Wilson,

Attending Business Faculty Members: Tracy Chase, Jennifer Bishop, Clover Baum, and Jeremy Raisor

Everyone introduced themselves and whom they were affiliated with.

**Agenda Items:**

**1. Approval of Minutes from Fall Advisory Meeting**

Minutes were reviewed and Kyle Beecroft made a motion to approve the minutes, which was seconded by Kerwin Lawrence. All voted in favor of approving the minutes.

**2. Business Networking and Alumni Reunion hosted by PBL**

Jeremy Raisor discussed the Business Networking mixer to be held in Snowflake at the Performing Arts center on April 21<sup>st</sup> from 6-8pm and attendees were invited to attend.

**3. End of Course Assessments**

Clover Baum presented plans by the business department to implement a capstone course project for students in business courses. Course syllabi will be updated for the Fall 2014 semester to incorporate the projects. Kerwin Lawrence presented the idea that having the student work with a business to complete their project might enhance these projects and the student experience.

**4. Student Research Conference**

Jennifer Bishop presented the idea of having a student research/project conference in which students could present their capstone projects to a panel of judges from business and industry. Advisory members believed that the conference was a good idea, provided ideas for potential research and offered to assist in judging student projects.

**5. Tuition Changes**

Tracy Chase presented some changes to the tuition structure for the upcoming year.

Tuition scholarship program: Students can apply for a tuition waiver to complete the last 12 credits of their degree. This will reduce overall tuition costs for a degree and increase completion.

Tuition Scholarship for 7 General Education courses for qualified high school students: This will allow high school students to complete some of their general education courses free of cost.

Reduced Adult Basic Education Courses: Adult Basic education courses have been reduced by 50%.

Reduced Summer Session Courses: The cost of summer courses has been reduced by 50% to reduce the cost for students to attend and boost summer enrollment.

#### **6. Course Sequencing**

Jennifer Bishop presented the sequencing of business courses. Beginning in Fall 2014, courses will be offered in alternating semesters to accommodate a variety of courses and locations. Students and advisors have been informed of the changes and will be able to develop an annual schedule based on the semester that the courses will be offered.

#### **7. Software Update: Office 2013**

Tracy Chase discussed the software update to the Microsoft 2013 software suite, which is the industry standard in the area.

#### **8. Open Forum**

Kylee Beecroft presented the idea of having guest speakers in specialized fields help students understand the application of business concepts to industry needs and expectations.

Jennifer Bishop inquired as to whether the advisory members felt that Business Law was an important course to require for the Associate Degree in Business. All attendees felt very strongly that the course should be required for the degree, due to the contractual nature of business and the legal climate.

The meeting adjourned at 1 p.m.

Submitted by Jennifer Bishop