

Accounting Advisory Committee Meeting Minutes
 Western Technical College, Lunda Center
 April 27, 2011, 4:30-5:30 p.m.

Members Present:

Jill Paetzold	Western Technical College
Karen Kettelson	Western Technical College
Jim Murray	Western Technical College
Paul Jacobson	Wipfli LLP
Jim Stott	James L Stott Inc.
Wade Hackbarth	Western Technical College
Jeff Wrobel	Kwik Trip
Jo Ann Marson	Viterbo University
Gary Brown	Western Technical College
Barb Fitzsimmons	Western Technical College
Jenny Parker	Western Technical College
Jon Wedl	Snopak
Dan McIntyre	Management Computer Services, Inc.
Kimberly St. Sauver	Trane Company
Scot Wiedenfeld	Western Technical College

Members Absent:

Mary Ann Herlitzke	Western Technical College
Maureen Richardson	Fort McCoy
Ed Jaekel	JRM & Associates, LLC
Paul Mack	Western Technical College
Jeffrey Luna	Marine Credit Union
Terri Urbanek	Community Credit Union
Peg Boudreau	Western Technical College
Colleen Cudo	Western Technical College
Shirley Heffner	Western Technical College

Item	Discussion	Action
Call to Order	Jim Murray called the meeting to order at 4:30 p.m	
Introductions	All committee members introduced themselves and stated place of business. In attendance was the division's new Associate Dean, Scot Wiedenfeld.	
Approval of Minutes	Jim presented the October 2010 meeting minutes to the committee.	Minutes were approved by Jo Marson as presented; unanimous approval
Western Update – Legislative Issues	Gary Brown gave an update on the status of Western. The college continues to see record enrollments and has approximately 4200 FTE's. The accounting program has approximately 300 students in the program. This includes the regional center locations, as well as day and evening students at the La Crosse campus. Accounting is currently one of the division's strongest programs. Graduates are also finding jobs in the area.	

	<p>Our new dorms have been well received and are at capacity. We are currently remodeling the Kumm Center to update the cafeteria and seating area.</p> <p>The college is holding a new student orientation tonight and approximately 32 Accounting students have signed up to attend.</p> <p>Legislative Update- Two documents were distributed regarding the proposed budget cuts. They are proposing a 30% cut in state funding which is devastating for the college. We are asking our advisory members to contact their legislature to express the importance of technical education. However, whatever happens we will continue to move forward to the best of our ability.</p>	
Access Skills	<p>Scot Wiedenfeld did a brief demonstration with a question and answer regarding the importance of database training for Accounting graduates. All external members commented on their personal experiences and knowledge. The members in attendance said they either used it minimally or not at all. Many felt that the accounting area was trying to move away from Access and use pre-canned software. They also expressed the need for students to have a higher skill level in Excel, where they could use VBA, Macros, pivot tables and advanced functions. Most agreed they wouldn't look for database skills in an employee.</p>	
Accounting Assistant Diploma Program	<p>Karen presented two documents to the committee referring to the Accounting Assistant diploma program. One listed the curriculum and the other a description of two Professional Development classes; one for the Accounting program and the other for Accounting Assistant. Karen explained that the two classes are basically the same and they would like to use the course from the Accounting Associate Degree program for both programs.</p>	<p>Jeff Wrobel made a motion to remove 10101171 Professional Development from the Accounting Assistant diploma program and to replace it with the 10101172 Professional Development course. The motion was seconded by Paul Jacobsen, unanimous approval. The change will be implemented as soon as possible.</p>
Accounting TSA Skills Update	<p>Karen reminded the committee that the Accounting program was a leader in the state when they started the TSA (Technical Skills Attainment) program. The documents she provided for the committee listed the rubric or summative assessment that will need to be completed for each student prior to graduation. The second document gave an overview of the process and implementation plan. The program will be required to report summative assessment results beginning Spring 2012. The process was discussed and reviewed.</p>	<p>Motion was made by JoAnn Marson to approve the TSA process for implementation, seconded by Jeff Wrobel; unanimous approval.</p>

Faculty Status	Gary informed the committee that Bruce Bachtell resigned from his teaching position here for another opportunity. The division has received approval to replace him and will be posting a position for an evening accounting instructor. The new faculty member would start fall 2011.	
VITA Spring Statistics	Jill Paetzold updated the committee on the VITA program. This is the last year we will be providing the service because the course will no longer be offered. They completed 207 Federal and 238 State returns. The average refund was \$1,022 for federal and \$379 for state. The breakdown of returns by filing status is as follows: 81% single, 10% married and 9% head of household.	
Graduate Follow-up	Karen distributed a sheet with graduate follow-up information on it from 2003 to 2010. The number of graduates has increased from last year but the full-time hourly wage is down approximately \$1.65 from last year. The part-time hourly rate is approximately \$15.20 per hour.	
Showcase Reminder	The Business Division showcase and recruiting event is scheduled for Tuesday May 10, 2011; from 4:30-6:30 p.m. in the Lunda Center. The program has two portions. The first hour is reserved for employers to view student projects/information. The second hour is reserved for students to network with employers and to learn about their companies. Currently we have 16 employers planning to attend. This is a good educational experience for both parties involved.	
Set Date/Time for Fall Meeting	The date for the fall meeting is October 26 th at 4:30 p.m.	
Adjourn	Jim adjourned the meeting at 5:24p.m.	