

**Business Division - Advisory Board  
Meeting Minutes  
October 25, 2022**

Prior to the meeting, a noon lunch was provided and a welcome and report to all Advisory Boards by President Clark Harris. Advisory Boards were dismissed and the Business Advisory Board meeting was called to order in Wilkin 202A at 12:50 pm. Introductions were made of all present. Members present were: Cara Evans, Molly Kyler, Brad Purdy, Randee Sloan, and Business Chair Cara Beth Johnson.

Cara Beth Johnson provided the Advisory Board with divisional updates and a short overview of the Business programs.

**Faculty Update:** No changes to full-time faculty occurred for the year. Adjunct faculty include Bron Briggs (Digital & Financial Literacy – UC Ponca City), Randee Sloan (Accounting – Stillwater), Dr. Pilja Vitale (Economics – Stillwater), Daniel Sherron (Management and Human Resource Management – ITV from Tonkawa), Dr. Ed Vineyard (Economics – Enid and Stillwater), and John Dolezal (Business Ethics). A potential faculty member for future semesters is Tori Green, the NOC softball coach, who has just completed her MBA.

**Curriculum Revisions and Skills Gaps:** The Advisory Board was sent the degree sheets to review prior to the meeting. Cara Beth announced that no changes were made to degrees since the last meeting except the internship currently required in the Business Management – Accounting Option has been removed. An option in Sports Management is being discussed as a cross-over degree between HPER and Business. Cara Beth will work with the HPER Division Chair to see how it will best fit with the current programs. As a result of this Board and discussions with the NASANTI grant, a Data Analytics course has been developed and will be piloted in the L8 session of fall 2022. A second level course is also being developed.

Skills gaps that were discussed include computer skills, the ability of employees to show up ready to work, time management, workplace skills (i.e. producing something / accountability). Molly specifically mentioned covering effective communication via Zoom would be beneficial.

Potential programs and /or classes could include: “Self-starter” programs to increase critical thinking skills. Let them fail in a low-risk situation; an Organizational behavior class with personal assessments (do a personality assessment and put different personalities in group) as well as working with diverse populations such as refugees and ex-cons; completing a reverse pitch to solve a company’s real problems including asking the questions of “what have you tried” when problem solving and emphasize progress over perfection; Introductory tax class covering Income related tax, payroll tax and sales tax, business structure & tax impact, depreciation schedules and timing purchases (this could be a possible certificate program); supply chain management and procurement (possible partnerships with transfer partners); and engage with the Wes Watkins Center at OSU to expand international business discussion.

**Articulation Agreements:** Cara Beth announced that the department currently has signed Articulation Agreements with OSU, NWOSU, UCO, WSU and OBU. The OSU Agreement was revised and signed in summer 2022. The new agreement for 2023 will take a simpler approach by including one agreement with Business Administration to all the programs it transfers to rather than several individualized agreements.

**Student Activities and Retention Efforts:** The Business Club and Kappa Beta Delta honor society activities are starting for the year. Stillwater Business students attended several activities with the Free Enterprise Society, the Society for Public Trust and the Riata Center for Entrepreneurship (all at OSU) which provides a wonderful speaker series of nationally acclaimed business professionals. The VITA program was successful last spring serving 20 individuals. The program will be continued in Spring 2023, but modified to be open every other week to maximize both the director and the students' time. Two student volunteers will be placed at the site under the direction of Barbara Nickles.

**ACBSP:** Cara Beth updated the board on ACBSP matters. She is serving her last year on the Associate Degree Board of Commissioners. It was explained that the ACBSP Standards are being revised as a result of feedback from schools. Cara Beth announced that the ACBSP Quality Assurance Report was submitted in Spring 2022 and accepted with no notes or conditions and awarded a couple of best practices. Work will continue in Spring 2023 on the Strategic Plan. The Division is awaiting a final copy of the updated institutional strategic plan before completing the process. Cara Beth is also serving on the Articulation Committee for ACBSP and will be working to update the Articulation Guidebook for the organization. This process will provide NOC with valuable examples on how to expand our current articulation agreements with transfer partners.

**Additional Suggestions and Announcements:** Throughout the meeting, the following suggestions were made for improvements to or review by the Division:

- Various changes in business on the horizon include: increased implementation of DEI (Diversity, Equity & Inclusion) in the workplace; digital literacy at all levels; job descriptions being reviewed and management accountability added as an increased emphasis; and four behavior method in hiring (personality assessment).
- The advisory board encouraged more attempts to engage in sector partnerships including OCAST, i2E, career tech partners (DECA, BPA, FCCLA) for recruiting and partnerships, and visit with Jarrett Jobe at the state regent's office about upskillok.org program.
- Cara encouraged marketing division specific scholarships to career tech partners including DECA, BPA, FCCLA and CTSO leadership to encourage recruitment from that student pool. She also posed the idea of converting some scholarship dollars to workforce internship payments – pay for current and ongoing work rather than past performance.

Cara Beth Johnson reminded the members to complete the annual survey; a reminder email will be sent next week. Molly and Cara offered to visit with potential members for the Advisory Board through industry partners. Cara Beth thanked the members for their input and continued support of the Business programs at NOC and announced that the next Advisory Board meeting will be held around this time in fall 2023.

The meeting was adjourned at 2:19 pm.