



MINUTES  
of the  
PALOMAR COLLEGE  
BUSINESS ADMINISTRATION DEPARTMENT  
ADVISORY ROUNDTABLE

**DATE:** April 28, 2021

**LOCATION:** Zoom Meeting (link to recording, participant picture, and saved chat follow at the end of these minutes)

**MEETING ORGANIZER:** L. Reza Wrathall

**ATTENDEES:**

**Palomar College:**

Mary Cassoni, FT Faculty, Business Administration, [mcassoni@palomar.edu](mailto:mcassoni@palomar.edu)  
Michael Gilkey, FT Faculty, Business Administration, [mgilkey@palomar.edu](mailto:mgilkey@palomar.edu)  
Leah Hoover, FT Faculty, Business Administration, [lhoover@palomar.edu](mailto:lhoover@palomar.edu)  
Jackie Martin, Chair/FT Faculty, Business Administration, [ljmartin@palomar.edu](mailto:ljmartin@palomar.edu)  
Jo Moore, PT Faculty, Business Administration, [jmoore@palomar.edu](mailto:jmoore@palomar.edu)  
Peter Ovwiowwio, PT Faculty, Business Administration, [povwiowwio@palomar.edu](mailto:povwiowwio@palomar.edu)  
Brian Roppe, PT Faculty, Business Administration, [broppe@palomar.edu](mailto:broppe@palomar.edu)  
L. Reza Wrathall, FT Faculty, Business Administration, [lwrathall@palomar.edu](mailto:lwrathall@palomar.edu)  
Meei-chun Gau, ADA, Graphic Communications, and Acting ADA, Business Administration, [mgau@palomar.edu](mailto:mgau@palomar.edu)

**Education and Workforce Partners:**

Denise McAndrews, Career Education Specialist, Poway Adult School, [dmcandrews@powayusd.com](mailto:dmcandrews@powayusd.com)  
Mendy Glogowski, ASE/CTE teacher Poway Adult School, [mglogowski@powayusd.com](mailto:mglogowski@powayusd.com)  
Jennifer Patel, Regional Director, Employer Engagement, Business and Entrepreneurship, San Diego/Imperial Counties, [jpatel@miracosta.edu](mailto:jpatel@miracosta.edu)  
Al Taccone, Dean, Career Education, MiraCosta College and Adjunct Instructor, Palomar College, Business Department, [ataccone@miracosta.edu](mailto:ataccone@miracosta.edu)

**RECORDER:** Meei-chun Gau

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The Advisory Roundtable was called to order at 3:34 p.m. by Reza Wrathall.

**STATEMENT OF PURPOSE AND INTRODUCTIONS**

Reza Wrathall shared the purpose of the meeting, which is to bring industry partners, educators, and workforce partnership together to review curriculum and collaborate to update the same based on workforce needs and demands.

**1. Brief introduction by Business Department Full-Time Faculty and Part-time Faculty, including any interests and concerns regarding specific courses, programs and disciplines.**

Faculty attendees introduced themselves and expressed their interests and concerns.

**Interests and Concerns:**

- Digital transformation.
- The needs for quantitative literacy.
- The impact of COVID on our students' outcomes and the resulting changes in the educational and workplace environments.
- Career exploration for dual-enrollment high schools.
- Jo Moore expressed her interests in finding grant/funding to support students to be certified in medical coding (e.g., through Strong Workforce or PERKINS funding).
- The possibility of creating an Advisory Board dedicated to the supply chain management program at Palomar College.
- Keeping curriculum updated and helping students for success.
- Grant opportunities to invigorate the Entrepreneurship program.
- Integrating the Business Club, Accounting Club, and Law Club at Palomar College, to include labs and student-driven initiatives.

**2. Introduction by Advisory Partners, including any interests or concerns in your practice areas and/or in response to Faculty introductions.**

Advisor attendees introduced themselves and expressed their interests and concerns.

**Interests and Concerns:**

- Internal mechanism at Palomar College to receive grant/funding.
- Responding to and prioritizing the needs of the North County (e.g., 78 corridor) community.
- Building and leveraging the pathways between local Adult Schools and Palomar College (e.g., inviting Adult School students to the Business-Accounting-Law Club at Palomar; and having Club members present to the Adult School).
- Identifying and then meeting the requirements for Adult School students to transfer to Palomar College.
- Articulating classes for Adult School students according to Palomar Pathways.
- Keeping curriculum updated based on the Advisory Board's recommendations.
- Curriculum in Supply Chain Management.
- How to help students navigate the job market.

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## **OPEN DISCUSSION AND DEVELOPMENT OF QUARTERLY/SEMI-ANNUAL ACTION ITEMS**

After introducing themselves and their respective interests and concerns, attendees moved into open discussion to identify areas for action or follow-up.

### **1. Reinvigorating a combined Business/Accounting/Law Club**

Al Taccone shared that MiraCosta's club has a wide-ranging agenda (e.g., internships and guest speakers). Food is always an incentive while meeting face-to-face; otherwise, offering extra credit by attending club events can also encourage student participation.

### **2. Medical Coding Program**

Jo Moore expressed her interest in developing a medical coding program. Attendees suggested that she first obtain labor market demand and trend data with which to support a grant request. Resources: Mesa College and Education to Career Network for North San Diego County (ETCN) for program information.

Jackie Martin will set up a separate meeting with Jo Moore to discuss further.

### **3. New Technology - Blockchain and AI**

Attendees discussed how blockchain and Artificial Intelligence (AI) technology are driving market change. Several attendees suggested these topics be incorporated as part of a speaker series (both guest and student presentations) for the reinvigorated Business/Accounting/Law Club. Attendees also suggested co-teaching or integrating this content with CSIS Department, underscoring the close connection between Business and IT.

### **4. Enrollment and the Growth of New Programs with Alternative Funding**

Jackie Martin reported that the enrollment in Palomar's business programs has increased by at least 18% during the last year while the college in general has experienced a material decrease in enrollment. Further expansion of the Business Department to meet this increase demand is limited by financial caps imposed at the college level. For this reason, a new (non-credit) Project Management program has been created without the use of general funds. Increasingly, the Business Department is looking to more creative ways to meet growing demand for our offerings.

Attendees discussed the process of college allocations and how to most effectively provide recommendations to steer the same to meet the increased demand in Business Department offerings.

### **5. Sponsorships?**

Considering the current restrictions on meeting increased demand through general funds, attendees discussed the possibility of pursuing sponsorships for the Business Department. Individual and corporate sponsorships could be marked by a hallway placards or insignia at Business Department and/or Business Club events.

### **6. Suggestions for the Next Advisory Roundtable**

Attendees suggested and discussed the following:

- Invite more industry partners.
- Solicit and listen to industry input on skill sets in demand, especially in North County. Jennifer Patel explained that there is already a concerted push to convene entrepreneurship faculty at a regional level.
- Hold the next meeting at a place in of industry in or around the City of San Marcos.
- Consider hosting/organizing a Chamber-of-Commerce style speaker event, perhaps for breakfast (7:30am start), centered on a keynote speaker from industry.
  - For example, invite Tina Ngo Bartel from the Center of Excellence for Labor Market Research for Labor Market presentation.
- Invite industry partners who can provide internships to our students.
- Invite combined Business/Accounting/Law Club members to attend.
- Partner with the CSIT Department to combine resources.

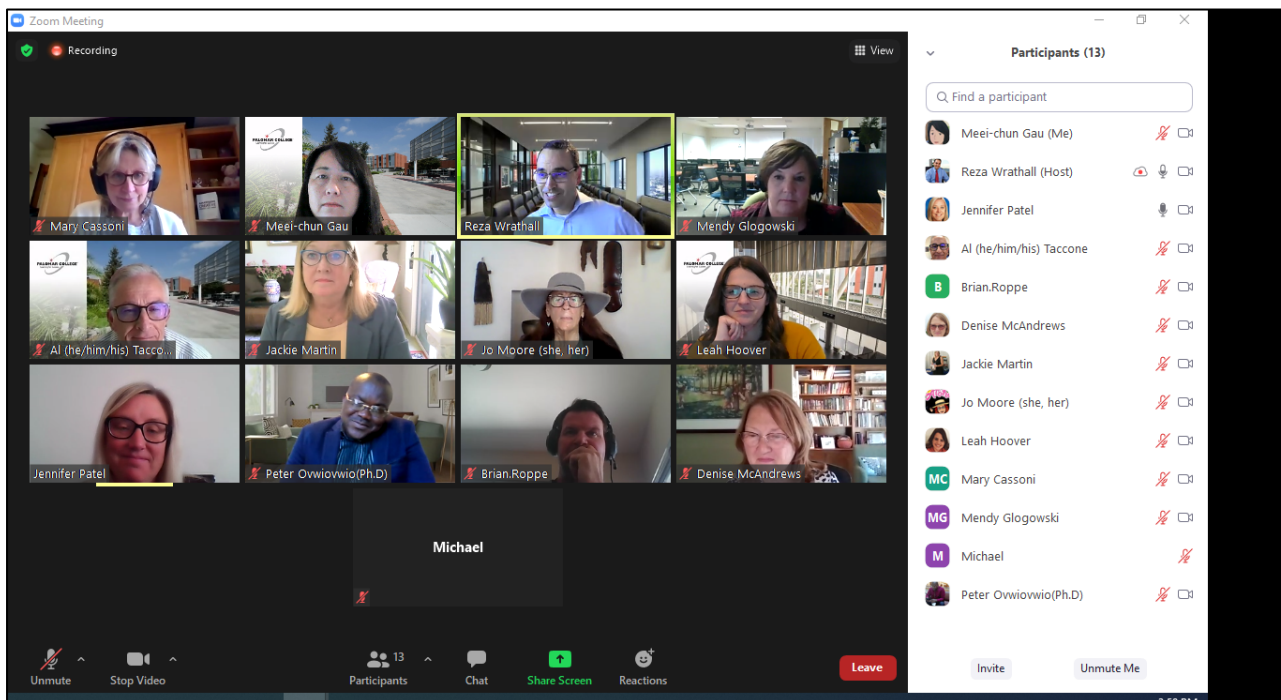
## ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

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ZOOM RECORDING: [Click HERE](#)

ZOOM PARTICIPANT PICTURE :



## ZOOM CHAT:

- 15:31:09 From Jo Moore (she, her) to Everyone:  
Jo Moore
- 15:31:26 From Mendy Glogowski to Everyone:  
Mendy Glogowski, ASE/CTE teacher Poway Adult School
- 15:31:30 From Mary Cassoni to Everyone:  
Mary Cassoni, Professor, BUS Admins
- 15:31:48 From Michael to Everyone:  
Michael Gilkey, Assistant Professor, Accounting & Business
- 15:31:51 From Jo Moore (she, her) to Everyone:  
Jo Moore adjunct faculty
- 15:32:32 From Al (he/him/his) Taccone to Everyone:  
Al Taccone, Dean, Career Education, MiraCosta College and Adjunct Instructor, Palomar College, Business Department
- 15:32:40 From Leah Hoover to Everyone:  
Leah Hoover, Associate Professor, Accounting
- 15:33:14 From Peter Ovwiovwio(Ph.D) to Everyone:  
Peter Ovwiovwio. Adjunct
- 15:33:36 From Brian.Roppe Adjunct to Everyone:  
Brian Roppe Adjunct
- 15:49:35 From Jackie Martin to Everyone:  
Welcome Denise!
- 15:50:02 From Jackie Martin to Everyone:  
Jackie Martin, Professor, Chair, Business Administration Department.
- 15:51:01 From Denise McAndrews to Everyone:  
Thank you. Hello everyone. Sorry I'm late.
- 15:51:22 From Jackie Martin to Everyone:  
It takes about three years for a new program to fill classes and we are now doing that with Supply Chain.
- 15:51:30 From Jackie Martin to Everyone:  
No worries! Thanks for coming.
- 15:53:10 From Jennifer Patel to Everyone:  
Jennifer Patel- Regional Director, Business and Entrepreneurship, San Diego/Imperial Community Colleges
- 15:53:24 From Denise McAndrews to Everyone:  
Denise McAndrews, Career Education Specialist, Poway Adult School. We are a member with Palomar College and north county adult schools in the Education to Career Network (ETCN).
- 15:54:29 From Jackie Martin to Everyone:  
We are really excited about this non-credit program and are in the process of giving it lots of advertising. :) It starts this summer.
- 15:56:04 From Al (he/him/his) Taccone to Everyone:  
Meei-chun is the BEST! Thank you for all that you do. VIP indeed!
- 15:56:32 From Jackie Martin to Everyone:  
Yes she is! We are so lucky to have her! :)
- 16:05:05 From Al (he/him/his) Taccone to Everyone:  
For MiraCosta club information: Delores Loedel at dloedel@miracosta.edu and Eric Carstensen at ecarstensen@miracosta.edu. Both are accounting professors at MiraCosta.
- 16:05:21 From Jackie Martin to Everyone:  
The Senate has just created a procedure for grants as well as a grant oversight committee. Hopefully small CTE grants will not need to go under so much scrutiny...but we need to learn about them with proper time to vet them with the dean, and VPI.
- 16:05:39 From Jackie Martin to Everyone:  
Great, thanks Al.
- 16:06:06 From Jackie Martin to Everyone:

Good to have you here Mendy. I think that is a great idea re: attending clubs, or we could do an open house for them?

16:06:08 From Peter Ovwiovwio(Ph.D) to Everyone:

Jackie that's good news...

16:08:09 From Jackie Martin to Everyone:

Yes Demise, we can come to you as well! We should plan this for post Covid.

16:08:55 From Jackie Martin to Everyone:

\*Denise, sorry. :)

16:11:32 From Jackie Martin to Everyone:

Love this idea, having the club members present at the Adult Schools!!

16:12:22 From Denise McAndrews to Everyone:

Thank you.

16:15:57 From Jackie Martin to Everyone:

We appreciate you being at the regional level!

16:22:38 From Denise McAndrews to Everyone:

I also have received info on how to access course outlines at Mesa from Eric Anthony there.

16:22:51 From Denise McAndrews to Everyone:

Eric Anthony <eanthony@sdccd.edu>

16:23:00 From Jackie Martin to Everyone:

Thank you.

16:24:44 From Michael to Everyone:

<http://www.curricunet.com/SDCCD/>

16:25:21 From Jennifer Patel to Everyone:

San Diego Continuing Ed offers noncredit Project Management if you are interested in connecting with them.

16:35:42 From Brian.Roppe to Everyone:

Yes please!

16:48:36 From Denise McAndrews to Everyone:

San Marcos large business is Hunter Industries. Maybe meet at their site?

16:48:50 From Mary Cassoni to Reza Wrathall(Direct Message):

Good final question Reza!

16:50:39 From Jackie Martin to Everyone:

I think perhaps we have an advisory meeting with a focus on internships. That should bring in more people from various aspects of industry.

16:50:57 From Brian.Roppe to Everyone:

Could do SDG&E in Kearny Mesa or Semptra Energy downtown.

16:51:21 From Jackie Martin to Everyone:

Those are good ideas.

16:52:32 From Denise McAndrews to Everyone:

I think In and Out is head quartered in SM.

16:54:34 From Denise McAndrews to Everyone:

UPS

16:55:51 From Jackie Martin to Everyone:

Bring companies and students together at the advisory meeting.

16:56:14 From Jackie Martin to Everyone:

Yep! Love it. Labor market data, speakers over breakfast, etc.

16:56:19 From Denise McAndrews to Everyone:

Kahoot

16:56:48 From Jackie Martin to Everyone:

Tina from Center of Excellence

16:57:06 From Denise McAndrews to Everyone:

Cute kiss! First one?

16:57:39 From Brian.Roppe to Everyone:

Sustainability impacts a lot of disciplines and is very relevant

16:58:24 From Jackie Martin to Everyone:

Like Chamber of Commerce meeting. Judy Dolan did that too for years!

16:58:54 From Al (he/him/his) Taccone to Everyone:

Tina Ngo Bartel, Center of Excellence for Labor Market Research: [tngobartel@miracosta.edu](mailto:tngobartel@miracosta.edu).

16:59:34 From Al (he/him/his) Taccone to Everyone:

<http://www.coecc.net/>

17:00:54 From Denise McAndrews to Everyone:

Mendy said, "Good bye" as well. She had to leave early.