

**BUSINESS ADVISORY COMMITTEE
BUSINESS TECHNOLOGY SUBCOMMITTEE
MEETING NOTES
February 25, 2008**

Participants:

Stephen Baltz
Brad Hollaway
Jan Lusk

Kathryn Langston
Steve Benoit
James Elbert

Kena Tyler
Danielle Weaver

Stephen called the meeting to order about 5:15 p.m. and all participants introduced themselves.

Minutes:

A copy of the October 7, 2004 minutes was distributed to the members. After allowing everyone a brief time to go over the minutes, Kena gave a brief summary of those minutes. After asking for any changes, Stephen asked for a motion. Steve Benoit made the motion that the minutes be accepted as written, and Jan Lusk seconded the motion. The minutes were accepted as written.

BUSINESS

Committee Mission:

Kathryn passed out a copy of the committee mission and objectives(attached) to each member and asked for participant thoughts and input. She also noted that since the certificate of proficiency offerings were in place that enrollment in the business department has doubled. She also mentioned that students do not want to leave the area. She noted that part of the role of this committee was to provide input so that the college could match course offerings with what industry wanted.

Updates:

Stephen noted that the college had gone to Microsoft 2007 and at this point no plans were made to install Vista.

Jan Lusk asked what the college was doing with voice recognition. She noted that this seems to be the hottest thing on the market. In the discussion that followed, it was noted that there is still some difficulty with the software, i.e. if the voice is nasal or a monotone, the software has difficulty recognizing words. The same holds true with regional dialects. She noted that she is using it as an enhancement in the courses she is teaching at the secondary level. It was noted that this may be something to look into.

Steve Benoit took the floor to talk about what is needed in the state workforce(attached). He noted that there is a huge need for workers since the baby boomers are all reaching retirement age. He mentioned that it is hard getting workers at all. Social services is a growing field and getting workers for this area is difficult. There is also the difficulty communicating between generations. He noted that he spends a lot of time training existing employees with this problem. State workers need computer skills, business skills, and management skills. He noted that critical thinking skills are of the utmost necessity.

James Elbert spoke about the need for employees to have good listening skills. It was noted that the tools for listening are taught in several of the communication type classes on campus, but sometimes it simply didn't seem to "take."

Having run out of time, James Elbert made the motion to adjourn and Steve Benoit seconded it. The meeting adjourned at 6 p.m.

Respectfully submitted,

Kena Tyler, Secretary