**Program**: Business Management

**Curriculum Program Specialist**: Karen Howard – Technical College System of Georgia (TCSG)

**Facilitator/State Chair**: Nick Chapman – Athens Technical College

**State Secretary**: Susan Pinkston – Savannah Technical College

**Attendees Present**

- Andrews, Sharon (via conference call) – Albany
- Beam, Grace (via conference call) – Georgia Northwestern
- Blalock, Christal – Chattahoochee
- Burrows, Brione – Central Georgia
- Caldwell, Adrianne – Georgia Piedmont
- Chapman, Nick – Athens
- Clements, Neil (via conference call) – Southern Regional
- Cook, Mike (via conference call) – Southern Crescent
- Cooper, Rushia (via conference call) – Lanier
- Drake, Rita (via conference call) – Atlanta
- Drew, Michelle – Central Georgia
- Ellington, Christie (via conference call) – Southern Crescent
- Fisher, Belinda (via conference call) – Oconee Fall Line
- Foskey, Alyssa (via conference call) – Wiregrass
- Greene, Steve (via conference call) – Central Georgia
- Harris, Alex (via conference call) – Ogeechee
- Harris, Jacqueline – Columbus
- Howard, Karen – TCSG
- King, Ruth (via conference call) – North Georgia
- McCormack, Patrick – Augusta
- McFry, Gerald – Georgia Northwestern
- Palmer, Telecia – Georgia Piedmont
- Pollard, Ramona – Georgia Piedmont
- Pulliam, Gary – Augusta
- Roach, Michelle – Atlanta
- See, Terry – Gwinnett
- Spivey, Vicki (via conference call) – Southeastern
- Valentine, Itoe (via conference call) – Albany
- Wade, Tahesha (via conference call) – Southern Crescent
- Wayne, Crystal – Columbus

**Welcome & Introductions**

<table>
<thead>
<tr>
<th>NICK CHAPMAN</th>
</tr>
</thead>
</table>

**Discussion**

The meeting was commenced at 10:10 a.m. by Nick Chapman, State Chair (Athens). Nick Chapman welcomed everyone to the meeting. Karen Howard, Curriculum Program Specialist (TCSG), conducted the roll call and attendees introduced themselves. Several members joined via the phone conference connection as indicated on the above attendee list.

**Conclusion**


**Action Items**

<table>
<thead>
<tr>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
</table>
APPROVAL OF MINUTES

The minutes from the IFCC meeting held on April 21, 2016 were accepted and approved. Jacqueline Harris (Columbus) motioned to accept the minutes. Ramona Pollard (Georgia Piedmont) seconded the motion to accept the minutes.

CONCLUSION

Minutes approved

ACTION ITEMS

<table>
<thead>
<tr>
<th>TCSG UPDATES</th>
<th>10:30 A.M.</th>
<th>KAREN HOWARD</th>
</tr>
</thead>
<tbody>
<tr>
<td>DISCUSSION</td>
<td>Karen Howard (TCSG) discussed a new study abroad program. She stated that TCSG and Robert Gordon University Aberdeen recently signed an articulation agreement for the Accounting, Banking and Finance, Business Management, Marketing Management, and Hotel/Restaurant/Hospitality Management programs. Students that complete their AAS degree in each of these programs can enter Robert Gordon University’s Bachelor of Arts program and complete the program in as little as one year. Gerald McFry (Georgia Northwestern) mentioned that the Benjamin Gilman Scholarship might be available to assist with costs. It was also mentioned that Pell can be used for the program. Karen said the primary TCSG contact for the study abroad program is Dr. Ian Bond, Executive Director, International Center (404/679-1768; <a href="mailto:ibond@tcsg.edu">ibond@tcsg.edu</a>). Additional information about the articulation agreement can be found at: <a href="http://teched.tcsg.edu/all_forms/aa_tcsg_rgu_articulation_agree.pdf">http://teched.tcsg.edu/all_forms/aa_tcsg_rgu_articulation_agree.pdf</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Karen also distributed and discussed the statewide statistics for the Business Management programs. In AY2016, there were 7,550 students in Business Management programs. Of which, 4,656 were in degree, 2,704 were in diploma, and 198 were in TCCs. During the same year, 501 degrees, 560 diplomas, and 1,929 TCCs were awarded.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Karen informed everyone about a new on-line platform called Piazza. The platform can be used within a class for students to communicate with each other, but perhaps more significantly, it can be used as a career/recruitment tool. Students can “opt-in” to share their profiles with employers and view company sites. Employers give revenue to support the program, so it is free to students. After some discussion, Karen agreed to get information out to the consortium. She said a sample screen of Piazza can be found at: <a href="https://recruiting.piazza.com/">https://recruiting.piazza.com/</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Information about Piazza will be sent to members as it becomes available.</td>
<td>Karen Howard</td>
</tr>
</tbody>
</table>

CONCLUSION

ACTION ITEMS

<table>
<thead>
<tr>
<th>COLLEGE UPDATES</th>
<th>10:50 A.M.</th>
<th>EVERYONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DISCUSSION</td>
<td>Georgia Piedmont Tech is starting the hospitality specialization. The college is also experimenting with offering Saturday classes and is experiencing good enrollment. Georgia Northwestern Tech opened its 6th campus this term. The new Catoosa campus is located near the Tennessee border. Business Management and Logistics Management are offered on the new campus. Chattahoochee Tech is seeing increased enrollment in their Logistics program as well as the Business Management’s logistics specialization. Columbus Tech’s EMT program is interested in their students earning management credits for courses. Central Georgia Tech is having success with dual programs in which students pursue two degrees (or 2 diplomas or 2 TCCs) concurrently.</td>
<td></td>
</tr>
</tbody>
</table>
### OLD BUSINESS

**NICK CHAPMAN**

**DISCUSSION**

Nick Chapman (Athens) opened the discussion on work ethics. Faculty described how their colleges are documenting students' work ethics. The colleges have some discretion on how to implement it. Many colleges are following TCSG's standard option; however, others have developed customized approaches. Some challenges include communicating to employers how students are assessed and documenting work ethics. Some members expressed concerns about PAR visits coming up and the type of documentation that would be expected. A Work Ethics committee was formed at the previous IFCC meeting. It was recommended that we postpone our discussion until the committee finishes their work.

### CONCLUSION

The Work Ethics Committee will recommend changes to the current work ethics system.

### ACTION ITEMS

<table>
<thead>
<tr>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review and draft recommendations for work ethics.</td>
<td>Work Ethics Committee</td>
</tr>
</tbody>
</table>

### NEW BUSINESS

**NICK CHAPMAN**

**DISCUSSION**

Nick Chapman (Athens) started a discussion of other programs that give students credit for MGMT classes. It was mentioned by Dr. Michelle Drew (Central Georgia) that EMT students currently take MGMT 1100 and MGMT 1115 as a part of their studies.

The group discussed the use of MKTG 1130 (Business Regulations and Compliance) as a substitute for MGMT 1110 (Employment Rules and Regulations). Some schools prefer to use MGMT 1110 and others prefer to use the MKTG 1130 course. A subcommittee to review MGMT 1110 (and alternative courses from other program areas) was formed. Dr. Michelle Drew will chair the subcommittee. They will explore the competencies and teaching resources.

There was also a discussion of the Managerial Accounting course. Some were concerned that the standards were not appropriate for a Freshman/Sophomore level course. A subcommittee was formed to review the competencies. Grace Beam (Georgia Northwestern) will chair the subcommittee.

The group discussed ACBSP accreditation. Nick Chapman encouraged colleges to consider obtaining the accreditation.

Nick Chapman took a list of candidates to serve on regional consortiums.

### CONCLUSION

Two subcommittees were formed to review the courses: Employment Rules and Regulations and Managerial Accounting.

### ACTION ITEMS

<table>
<thead>
<tr>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review and make recommendations for Employment Rules and Regulations.</td>
<td>Management Law Subcommittee</td>
</tr>
<tr>
<td>Review and make recommendations for Managerial Accounting</td>
<td>Accounting Subcommittee</td>
</tr>
</tbody>
</table>

### OPEN FLOOR

**EVERYONE**

**DISCUSSION**

There was a discussion about who had set up web sites for their Business Management program. Some indicated that their schools encourage them to use the school site. Others have done their own sites and some are using Facebook with approval from their school. Some suggested that having a program site could help significantly with recruitment.

Karen Howard introduced Gretchen Corbin, Commissioner of TCSG. Commissioner Corbin expressed her appreciation to us and greeted the group with a welcome message from TCSG.

Gerald McFry (Georgia Northwestern) reviewed some recruiting strategies. He indicated that Dual Enrollment students offer a good opportunity for recruitment. Another prospect is students that want to attain a 4-year degree, but don’t have the GPA necessary to get HOPE scholarship. If they take 30 credit hours at a technical college and earn a 3.0 GPA or higher they can earn HOPE back. He suggested speaking to schools and Admissions about this opportunity.
Nick Chapman (Athens) received a promotion to Dean and will no longer be able to serve as State Chair. Many offered Nick congratulations on his promotion.

**State Chair:**
Karen Howard (TCSG) opened the floor up for nominations for State Chair. Nick Chapman nominated Susan Pinkston (Savannah) and she was elected State Chair.

**State Secretary:**
Susan Pinkston had been serving as State Secretary, so there was a need to fill this position. Karen Howard asked for nominations to fill the position State Secretary. Dr. Michelle Drew (Central Georgia) was nominated and elected State Secretary.

Susan Pinkston was elected State Chair and Dr. Michelle Drew was elected State Secretary.

The faculty discussed different locations and voted to hold the spring 2017 meeting at Savannah Tech. Susan Pinkston will determine the specific date in conjunction with the faculty. Many were also interested in Oconee Fall Line and Atlanta Tech. Their instructors volunteered to host later meetings.

At approximately 12:30 p.m. the meeting was officially adjourned by Nick Chapman.