

## **Report of College of San Mateo Accounting Department Advisory Council Fall 2013**

To: Kathy Ross, Dean, Business/Technology Division  
From: Rick Ambrose, Bruce Maule, Rosemary Nurre

The advisory council met on November 6, 2013. Council members are listed below:

- Rick Ambrose , Full-time faculty
- Bruce Maule, Full-time faculty
- Rosemary Nurre, Full-time faculty
- Benjamin Ibarra, Community Partnerships, Golden Gate University
- Michelle Okabe, Robert Half, Recruiting Manager
- Jessica Cleary, Roger CPA Review, Professor Relations

The minutes of the meeting are listed below:

Welcoming comments

- Bruce thanked advisory committee members for attendance

Introduction of members attending meeting

- Benjamin, Michelle, and Jessica introduced themselves

Approval of minutes from previous meeting

- Motioned, seconded, approved

Review of CSM ACTG courses, certificates, degrees currently offered

- Rick presented the courses, certificates, degrees currently offered

Discuss new Board of Accountancy ethics requirement for licensure

- Rosemary presented the new ethics requirement required by the Board of Accountancy to meet the licensure requirement to become a CPA effective 2017

Discuss options to create an ethics course at CSM

- Ideas to create short courses, online courses, segment existing courses discussed

Discuss current job market and skills required for success

- Job market recovery continues, broad strength across most areas
- Jobs previously requiring high school or community college now require bachelor's degree
- Hard to sell most employers on community college students
- Most employers required minimum two-years' experience
- Skills needed include QuickBooks, A/R, A/P, bank reconciliations

Identify where skills are currently included in accounting curriculum

- QuickBooks: ACTG 144, 145
- A/R, A/P, bank reconciliations: ACTG 100, 121

Identify which skills are not currently included in accounting curriculum and discuss options to include those skills

- Skills requested currently taught in accounting curriculum

Discuss ideas for new courses and certificates

- Ethics short course, online, variable units

Recommend improvements to current CSM ACTG courses and certificates

- Focus on job applications in ACTG 100, ACTG 144, 145

Summarize recommendations made during meeting

- Create Ethics course
- Incorporate real-world A/R, A/P, bank reconciliation applications in ACTG 100, ACTG 144, 145

Adjournment