Accounting Alumni Advisory Board (AAAB)
Minutes
June 27, 2007

Conference call Dial 877-853-6803 Pin 83418
Those calling in for attendance: Dan King, LaDawn Yesho, Rachel Davis, Ron Saul, Angela Novak, Peggy Tanney, Maryann White, Martin Fritz, Bill Crowe

Faculty Members: Debbie Zakrzewski

- Dan King called the meeting to order at approximately 12 noon.

- Approval of the September 29, 2006 meeting minutes that were distributed via email to members of the Board.

- Dan Reviewed the Mission Statement of the Board.

- Faculty Report
  - There was one faculty member leave during the summer 2006, Ron Krug. Due to the departure of Dr. Albert Etheridge no faculty positions were allowed to be filled until a new president is hired.
  - There has been discussion of obtaining a new Business faculty position most likely in the area of Marketing, Management, or Information Systems.

- Curriculum
  - Management Policy was eliminated and replaced with a course entitled Business Analysis and Modeling. Microcomputer Computer was also eliminated. Every Business student will be required to take both Management Information Systems and Business Analysis and Modeling.
  - Accounting Information System, Government and NonProfit Accounting, Forensic Accounting, and Advanced Accounting will only be offered every other year.

- IMA Student Chapter
  - There was an etiquette dinner at the end of the Spring Term. Debbie stated that she assumes that there will be an Accounting Forum in the Fall Term 2007. (Update after the meeting: It was not mentioned by Debbie Zakrzewski that the student professional organization was renamed as the Accounting and Finance Interest Group.)

- Job Fair
  - The committee (Debbie Zakrzewski, Ron Rovansek, Josette Dau, Neelima Bhatnagar) had a meeting on June 7, 2007 and discussed the timing of the job fair.
o Last year the Job Fair Participants suggested to change the job fair until a later start. The Committee is considering changing the start time until 10:30 to 1:30 to accommodate those Job Fair participants who have to travel long distances. The Committee will make the final decision at the July meeting. (Note: At the July 12, 2007 meeting the time was approved at 10:30 to 1:30)

o Might be advantageous because wouldn’t have to have breakfast and it would be cheaper.

o There was a concern regarding interviews after the Job Fair if the time is changed. Last year 2-5 employers took advantage of interviewing after the job fair. Through comments the later end time would not be a problem for the employers. Debbie stated that in her opinion the students will have to adjust if they want the job.

o There was a question about whether the IMA Student Chapter does mock interviews anymore. Debbie stated that those interviews are not done anymore. Ron Rovansek will be offering resume writing workshops and discusses job fair etiquette during September to assist the students.

o The dress code for students to professional dress will be changed due to students not dressing properly. Employers/Job Fair Participants can dress professionally or dress/casual.

o Job Fair Participants and Employers stated in their evaluations that faculty were interrupting (employers) when they were interviewing students and were taken aback by that. Faculty will be sent a letter to either attend the Job Fair before and/or after if they want to talk to alumni.

o Due to the Job Fair Participants and Employers stating that announcing the winners for the drawings was disruptive, the winners names will be chosen (approximately every fifteen minutes) and then the names placed on a chalk or white board.

o The Committee will be waiting for the approval of new UPJ President, Dr. Jem Spectar, for the date/time of the Job Fair. He will be starting on July 1, 2007. The Committee doesn’t think there will be a problem.

o Last year for the Job Fair 2006, AAAB members donated approximately $700 in for job fair which was great. We are asking for donations again this year. An email will be sent out soon to all AAAB members.

o There will be an attempt to have parking spaces reserved outside the Student Union in case Job Fair participants have large set-ups or need closer parking.

o After the meeting, the Job Fair Committee received notice that with the installation/inauguration of Dr. Jem Spectar as UPJ president on Friday, September 28th. The Job Fair will be changed to Friday, October 5, 2007.
Committee Reports

Membership - Maryann White
  No new business.
  Let her know if there are any ideas for new members.

Public Relations – Rachel Davis
  No new business.
  Wanted to try to get another mass mailing to recent graduates.
  See if get alumni address listing. Contact Helen Golubic for that type of
  information.

Placement – Peggy Tanney
  Peggy stated that the listing of members needs to be reviewed and those
  that will expire need to be contacted.

Student/Alumni Resources – Debbie
  Nothing to report except for the items presented in other reports.

Homecoming Committee
  Debbie stated that this year the name of Fall Fest will be used. After the
  meeting it was discovered that the week of September 24th to 29th UPJ
  will be celebrating Fall Fest as well as the 80th Anniversary of UPJ. Dr.
  Jem Spectar will be inaugurated on September 28th as UPJ president.

Award Committee
  Martin Fritz volunteered to look into updating the alumni gift fund.
  Debbie will get information and send to Martin. Martin volunteered to
  donate the up to $5,000.00 if that equal amount is donated by alumni.
  Note: After the meeting Debbie contacted Helen Golubic
  (hgolubic@pitt.edu) about information regarding balances in the various
  AAAB accounts. The is a Accounting Alumni gift account with $567.62
  balance and a AAAB award account has $155.00.

Placement
  No new business. Just a reminder to be able to contact job bank and be
  able to call people
  Dan noted there could be a website. Individuals would be happy to post
  jobs to put on the website.

New Business
  Ernst and Young is still looking for experienced hires (managers) in the
  auditing side. Send resumes to LaDawn Yesho directly.
  Debbie would like to start a Shadowing Program where AAAB Board
  members would agree to talk to a UPJ student and possibly take them to
  lunch. Members agreed to pursue this idea. Hopefully the initial
connections can be made through the UPJ web site and Debbie would screen the student interests.

- Debbie asked if there was interest in the AAAB members to participate at the end of the term Auditing case where students would present to a panel their results/recommendations. This would take place during finals week which is usually the second week in December. LaDawn Yesho, Bill Crowe, Rachel Loya, and Peggy Tanney stated they might be interested.

- Dan King noted that his presidency has expired. The president elect, Gina, has stated that she didn’t have the time to be President but would like to remain on the board. This will be addressed in the September meeting.

- Discussion regarding a letter Ron Vickroy sent in February 2007 regarding the BizConnection web site for alumni and students. Dan King stated that he had the letter saved and will get information out to AAAB members about details. The website is: [http://bizconnection.upj.pitt.edu](http://bizconnection.upj.pitt.edu)

The next meeting will be held after the Job Fair on October 5, 2007 approximately at 2 pm. Most likely the place will be in the Somerset Room in the Student Union Building at UPJ. Emails will be sent out reminding everyone of the time and place.

Dan thanked everyone for phoning in. The meeting was adjourned approximately at 1 pm.