I. Call to order

- Karen Varga called the meeting to order and welcomed attendees.
- Attendees introduced themselves.

II. Approval of Minutes and Revision of Charter/Appointment of Board Secretary

- The September 27, 2003 minutes were submitted by Rachel Loya and approved by the board (unanimous vote).

III. Report of the President

- Karen reads mission statement for attendees to review
- Debbie Zakrzewski noted that St. Francis has a job fair at the end of the term. Debbie also suggested that the AAAB pick one activity and concentrate our effort on that one task. Debbie suggested a job fair for business students on the Friday of homecoming weekend in the Cambria room if it is available.
- Matt Rigo asked if the students were lacking motivation. Debbie responded that the internship program is not very well defined. Debbie also feels that there are a lot of B students that have good work ethic.
- Debbie noted that the general education requirements have changed making certain classes primarily speaking and writing. Debbie noted the students enjoyed the primarily speaking class. Janice Rummell noted that advanced
cost is going to be counted as primarily speaking. Debbie noted that governmental classes would primarily speaking as well.

- Maryann asks if students will attend the job fair. Debbie noted that if the teachers gave some incentive to go there would be a better turnout.

- Debbie noted there are a lot of students working one or two jobs and don’t attend extracurricular activities because of lack of time. Debbie also asked attendees to contact current UPJ graduates to see if their companies would attend the job fair.

- LaDawn Yeshoa asked to review the letter Peggy Tanney had sent out to evaluate the responses that individuals had sent back.

- Dan King noted he would be interested in seeing if the job fair could be organized and expressed enthusiasm about going forward with the idea.

- Debbie suggested contacting Student Life as well as the Alumni Association to try to receive some additional support for the job fair.

- Debbie noted the BPW did an antique road show as a fundraiser and suggested the possibility as a future event for the AAAB.

- Dave Braden as well as Denise Letcher felt they could get their respective companies to attend the job fair.

- Debbie suggested the possibility of going out to lunch after the job fair to have the AAAB semi-annual meeting.

- There was a committee formed for the potential job fair which included LaDawn Eshna, Maryann White, Matt Rigo, and Gina Brawley.
- The alumni organization agreed to put the job fair on the fliers that they send out. Debbie said she would talk to Bill Guillen and Ron Ramensick about the potential job fair.

- LaDawn suggested that companies could actually interview potential applicants in a separate room during the job fair.

IV. Report on Placement – Faculty

- Debbie noted in the spring and fall there were 71 and 50 students with an accounting concentration.

- Currently six students have been placed in areas ranging from Johnstown to Florida. There were very few students from the December class that were placed but there were more students interviewing in the spring during a potential economic upturn.

- There would be a 15-20% increase in Ernst and Young due to Sarbanes Oxley.

- Gina Browley talked to Watkins and Meegens. They would not be looking to recruit at UPJ because of the high turnover rate from UPJ students.

IV. Report on Curriculum - Faculty

- In the fall there was a curriculum comparison done with the universities within Pennsylvania. The only item that UPJ did not require that most schools did was Business Law.

- James Alexander has gone to the Dean of Students to verify the need for another accounting professor.

- There were two individuals being interviewed for George Letcher’s former position. One of the potential applicants was retiring from teaching at IUP.
- LaDawn noted that UPJ compares with Duquesne and Penn State in terms of curriculum.

- Debbie noted that there are not a lot of team projects and students can’t market what they don’t have. They need these types of projects to discuss in interviews.

- It was noted that the Department of Defense and Navy were hiring. Debbie noted some of her best students were going in the government. Debbie recommends public accounting to her students.

V. Report on IMA Student Chapter

- Rachel Voya will be the president of the Johnstown area professional chapter.

- There will be an accounting Forum in the fall semester. Gina and Rachel will do panel discussions. There will be an additional three to four speakers attending.

- There will be an etiquette dinner to show students what to do and not to do while at business meals.

- There has been a good turnout from students to the professional chapter meetings.

- It was noted that the professionals tried to give a $250 book scholarship but there were no applicants.

- There was a suggestion to pick a winner next year and pay to send the individual to the IMA National Convention.

VII. Committee Reports

A. Membership – Maryann
- It was noted that Morgan Silfer has gotten married and currently works at Barnes Solnick

- Certain board memberships were going to expire. David, Matt, Denise, and Nicki renewed their board membership.

B. Public Relations – Rachel/Gina

- AAAB folders were handed out at the accounting forum. Students were informed how to join AAAB at the accounting forum.

- AAAB co-sponsored the Accounting Forum and sent. Press releases were sent out to the local newspapers and the forum information was placed on the website.

C. Placement – Peggy/Denise

- It was noted that the spreadsheet is currently being updated.

- Denise will send out the spreadsheet after the meeting is adjourned.

D. Student Alumni Resources – Debbie

- UPJ has totally overhauled the university website. The website will go live in August after two years of work. The website is going to be interactive. Any office can have their own link within the website. The website is going to be marketed toward high school students to try to increase enrollment at UPJ.

- In 2005 UPJ will be building new dorms in the summer/fall.

- It is a requirement for all Pitt campuses to increase enrollment.

E. Homecoming Committee - Members

- It was suggested that the AAAB meeting take place after the job fair.
- There may be a potential conflict with a golf outing which will be further explored.

F. Awards – Martin

- No new business.

G. Board Membership

- It was noted that there is $505 in AAAB’s account.

VIII. New Business

- New business was covered throughout the meeting.

- It was noted going forward LaDawn could coordinate the conference call for individuals who would like to call in for the AAAB meetings.

IX. Adjournment