



DIESEL TECHNOLOGY ADVISORY COMMITTEE MINUTES

**Tuesday, April 14, 2015
12:00-2:00 PM * AA5, room 102**

Members Present: Max Smith, Committee Chair, Cummins Northwest; Mike Taylor, Vice Chair, Cummins Northwest; Bob Mohagen, Clyde West Company; Fred Suckow, DSU Peterbuilt; James Albright, FedEx; Brian Dilitto, FedEx

Members Absent: Gary Dawson, Pacific Truck Products

Clark College: Don Gonser, Department Head/Professor, Diesel Tech; Dennis Lloyd, Instructor; Tim Shellenberger, Adjunct/C-Tran; Ted Ostrye, Pacific Power Products; Genevieve Howard, Dean of Workforce & Career Technical Education; John Maduta, Advising Divisional Manager - Prof Tech Programs; Cathy Sherick, Associate Dr. of Instructional Planning & Innovation; Brianna Lisenbee, Career Services; Andreama DiGiorgio, Secretary Sr., Advisory Committees

Committee Chair Max Smith called the meeting to order at 12:10 p.m. and introductions were made.

After reviewing the November 13, 2014 meeting minutes a motion was made to approve as presented. The motion was seconded unanimously passed.

Office of Instruction Updates

O.O.I. Associate Director Cathy Sherick made some announcements.

- **Advisory Breakfast March 18th** Speaker, Scott Bailey, Economist and Clark Faculty spoke about the regional economic outlook. Looking forward to Advisory Members joining us for the 2016 Advisory recognition event, during spring term. Cathy said she'd like to see more attend next year.
- **Upcoming Advisory Training** for advisory chairs and vice chairs on the Advisory Committees' responsibilities, processes and schedules. Slated for the week of September 14th, 2015, it will be on the Clark main campus. The inter-active event will be from 5:30 to 8:30 p.m. and will include dinner. Are there any items that committee members would like to see included in the training?
- **Advisory web page** will be the primary location for all information regarding the committees. Office of Instruction will be posting articles of interest, economic studies and other information. Members are encouraged to send links and information of interest to post on the site too.
- **Clark College Strategic Plan 2015-2020** was adopted in March of 2015. The organizational management process was used to set priorities, focus energy and resources, strengthen operations and ensure that stakeholders are working toward common goals. The plan will be the over-arching document linking academic, enrollment, retention and other future plans for the college. Please visit the main Clark College web site to read the plan.
- **Clark College Academic Plan is in the works!** The academic plan process is under way at Clark with faculty and staff gathering ideas and building consensus. Under construction over the coming months it is anticipated to be adopted in the fall of 2015.

Director/Division Chair Report

Don Gonser reported that first-year enrollment is at 32 students. One or two are from the Clark County Skills Center with whom Clark articulates with. Dennis had to turn away 7 students. He said there was an issue

with Vets' funds being on hold which allowed others to register before them. He had to let the vets in because they have been in the program.

Don talked about prerequisites—communications, math and writing. Currently students are at a fairly low level. Need to figure out how to get the students front-loaded on math and English skills. John Maduta of the Advising Department ran a report on the current Diesel students from the Compass tests at Clark. He said most were at college level math however they still struggle. Two were at Math 087, barely college level, and two others were at Adult Basic Education (ABE), which is 3-4th grade level. Students need to place at least at Math 30; ABE level students will need to get to college level. It can be a challenge to the instructors and students when students are at a remedial level of education in the basics. Genevieve said beginning in summer there is a new math class offered called Professional Technical Computational Skills. It's a 100 level math class and students are required to be at Math 030 level to get into this new math class. She said it was designed specifically for the Career and Technical Education programs and wants to see the last two weeks of the course specific to the various industry/program. Writing level is a mixed bag. Not too concerning. Reading 087 is the lowest level to get into the program.

Don would like the committee to support that all students take the Compass test before getting into the program, and that the student is at a minimum levels of reading 087, English 097 and math 030. He would like to see these minimum requirements met to get into the Diesel program. The committee members like the proposal however, would like to see more information on these levels and have more discussion before making a decision on prerequisites and entry level into the program. Genevieve mentioned that overall, enrollment at the college is down 6—10% but the Diesel program is going strong. The Welding program raised their prerequisites and suffered no dip in enrollment. Brian Dilitto asked if Diesel could be modeled after the Welding program prerequisites. Tim Shellenberger said as an employer he would like to see all academics at college level.

Mike Taylor asked Dennis and Don to write something up that is clear and send to the committee via email. In order for the curriculum changes to be implemented, changes need to go through the Curriculum Committee in November 2015. A motion can be made at the fall meeting and implementation would be next catalog cycle. Don said he would work with John to put this together.

Don told the committee he would like to add a fitting ID Airquip and gates tool to the tool list on the equipment plan. This is a kit for anyone who works in hydraulics. These items would add \$75 to \$140 to the tools students need to purchase for a total of \$2500-\$3000 total. *A motion to add these items to the tool kit was made, seconded and unanimously passed.* The committee would like to take a look at the entire tool list to make sure it's current. This will be added to Old Business for the fall agenda. Don will provide the committee with the complete tool list prior to the next meeting and discuss in fall.

Work Plan

The committee reviewed the work plan. Some of the highlights follow:

- Tim Shellenberger and Don will continue investigating new software management programs that cover work orders and other tasks.
- Gary Dawson said that Parts Manager can also be a career coming out of the Diesel program. He said he'd like to see graduates who can read, write, and do math computations for this position. Brian Dilitto added that he's seen some new employees come on board who are weak on electrical, air brakes, transmissions, etc. He said maybe the two-year diesel students need more time on these and other basic diesel skills. Much discussion took place about student/employee education with an emphasis on reading and comprehension, and computer skills.
- Don asked the committee members if they would come in and talk to the students about the job market; how to get jobs, how to keep jobs, how to be employable. Tim said a former student at

- Pacific could come talk to students about his success. The committee talked about and planned to have an Employability Presentation on February 19, 2015 from 10 a.m.—12:00 p.m. and again from 1:00 p.m.—3:00 p.m. Tim, Max, Gary & Brian will work on this.
- Don said that Genevieve may have secured funding for needed covered storage space. Equipment can't be left outside in the rain. Genevieve and Don are planning to go look at PCC's storage facility for their Diesel Tech program, including their mezzanine, and also look at their 5-credit interview class, and their work habit safety course.
- Job shadowing. Is this an option? Depends on the company but liability might be an issue here. Genevieve asked if the members can find out what their policies are on job shadowing and then she and Don can follow up individually.

Max mentioned that May 1 from 9 am to 2 pm will be Diesel Days at PCC with an employability panel.

Genevieve said that it's important to have an accurate, current, and prioritized equipment plan in place so that when money comes available the dean can make a purchase. It should have both big items and smaller items. The plan needs to be reviewed and updated on at least an annual basis. It will be looked at next meeting.

Updates to the work plan will be made by Andreana and be available on the Diesel Tech Advisory web page sometime after the meeting.

Old Business

Mock interviews for students. Don has been working with Carol in Career Services on ways to prepare graduates for the job market including resume writing and review and mock interviews. He asked if any members would be interested in participating in mock interviews. Brian Dilitto, Max to do a presentation on employability 10:45 – noon.

Review committee bylaws. Andreana explained that the Office of Instruction is having all the committees review their bylaws as most had not been updated in many years. Mostly housekeeping changes, however, the committee may want to discuss quorum and attendance recommendations. She ran through each item and stopped at quorum requirement. The committee preferred to stay with the current quorum requirement. Regarding an attendance recommendation, the committee agreed to add Section 3 to ARTICLE IV which reads, "Any member who misses two (2) consecutive meetings will be contacted to find out their level of commitment/interest to the committee. They may be moved to "guest status". This will help ensure that we have active members and enough voting members to ensure quorum." *A blanket motion was made to adopt these changes to the Committee Bylaws. It was seconded and unanimously passed by the members.*

3 year equipment plan. Don handed out a copy. Ted Ostrye said he'd like to know the needs in case he has extras at work to donate to the program. Don and Dennis will review the 3-year plan and make sure needs are documented. This will also be brought to the next meeting for committee review and vote.

New Business

Max announced that there will be a SuperTech Competition one Saturday in June. He would like Clark students to participate in this. It will be held at the Holiday Inn at PDX. Max said he'll make sure to forward to Don the information.

Next Meeting Date

The committee agreed that the next meeting will be Tuesday, October 27, 2015 at noon.

The meeting adjourned at 2:59 p.m.