

**DIESEL TECHNOLOGY ADVISORY COMMITTEE -MINUTES**

**Tuesday 18th October, 2016**

**12:00-2:00PM Location: PUB 258C**

**Members Present:** Max Smith (Committee Chair), Cummins Northwest; Mike Taylor, (Vice Chair) Cascadia Technical Academy; James Albright, FedEx; Brian Dilitto, FedEx; Steve Yager, DSU Peterbuilt; Ted Ostrye, Pacific Power Group; Bob Mohagen, PacWest Company; Colby Botts, RDO Equipment; Randy Shelton, Petersen CAT; Jerry Sauer, Excavator Rental Services

**Members Absent:** Gary Dawson, Pacific Truck Products; Tim Shellenberger, C-Tran; Ted Fleming, Petersen CAT; Mike Kloeber, Perkins Pacific

**Guests:** Dave Clark, Pacific Power Group; Travis Gormick, RDO; Chris Macmillan, Donovan Stockdale, Daniel Eoff - Clark College students/Diesel lab techs

**Clark College:** Don Gonser, Department Head/Professor; Dennis Lloyd, Instructor; Genevieve Howard Dean of WPTE; Cathy Sherick, Associate Dr. of Instructional Planning & Innovation; Wende Fisher, Advising; Brianna Lisenbee, Career Services; Nichola Farron - Secretary Sr., Advisory Committees

Committee Chair Max Smith called the meeting to order at 12.07 and introductions were made. Don introduced the 3 students/ lab technicians that he had invited to the meeting.

Minutes of Previous Meeting

*A motion was made to accept the minutes of March 1st 2016: this was seconded and approved by majority. Abstentions were made by the new members not present at the previous meeting.*

Next Meeting Date

The Committee will meet again on Tuesday 18th April at 12.00pm.

Office of Instruction Updates

Cathy Sherick made the following updates:

The theme “Transformation” is being used to describe two large intersecting initiatives. One is the Academic Plan, which will guide Clark’s programs and student services over the next five years. The first goal of the plan is to implement Guided Pathways, the second large initiative.

All Washington State community colleges will implement Guided Pathways. This is aligning schedules and building program *pathways* that have clearer more defined structures, saving students time and money getting to graduation. Training for advisory members on Guided Pathways will be on March 24.

Specific *transformations* that advisory members will see this year include a *r*edesign of the meeting agenda format. This provides faculty and committees with a connection to the academic plan and will streamline the meeting while including committee work plan activities. The committee composition will now include students and Clark Alumnae. Students will be able to earn a small stipend and a letter of recommendation for their attendance and participation. Piloted this year, we hope that students will be a regular and vital presence on every committee in the future.

Transforming the role of committee members, from just meeting attendees to being a part of our learning community. Not just trainings, the series of Business and Community Learning events on campus are set up to be quick and friendly ‘lunch and learn’ opportunities. FREE and open to the public, the workshops will be scheduled from 11:30 a.m. to 1:30 p.m., and held in the Gaiser Student Center, allowing people to attend on their lunch hour. Food is available in the carts on campus, and guests are welcome to bring their brown bag. Additional information to follow in emails.

* Friday December 9th Advocacy
* Friday February 24th Millennials in the Workforce
* Friday March 24th Pathways
* Friday May 19th The Power of Completion

An evening event will be planned in the Spring to thank our advisory committee members for their time and expertise. Look for information during winter term.

A complete computer systems upgrade to campus registration, human resources and finance systems. The ‘go-live’ date for will be January 30. It will not impact the advisory committees, but it will impact campus business so there will be a moratorium on advisory meetings from mid-January to mid-February.

The new Bachelor of Applied Science in Applied Management (BASAM) is accepting students beginning winter term 2017. For additional information go to: <http://www.clark.edu/academics/programs/bus/basam/index.php>

Following this the committee discussed the introduction of the BASAM as an exciting opportunity for Diesel students, who would previously have had to attend colleges in Centralia or Montana in order to pursue a more advanced qualification.

Election of Officers

Don shared that Tim Shellenberger had made a proxy nomination for Mike Taylor to serve as Committee Chair.

*This was formally proposed by Ted Ostrye, seconded by Colby and passed unanimously. Mike nominated Max to serve as Vice Chair: this was seconded and unanimously approved.*

Mike then updated the committee that the Skills Center is now formally known as Cascadia Technical Academy: it remains designated as a Skills Center for WAC purposes. This name change was made official in fall.

Enrollment

Don outlined that enrollment remains robust: in classes with caps of 18 and 20, there are 22 and 28 respectively. He continued that last year was the first time they have had to turn people away, which is always difficult when you consider the personal circumstances of the students.

Dave Clark asked what percentage of students are currently employed – Don shared with the committee that about 6 to 8 students are working, and the class schedule is formulated to be as accommodating as possible to employment schedules.

Don then shared, that as of June 2017, Dennis will be retiring and the Department will be looking for another Instructor. The Committee congratulated Dennis on 17 years at Clark College, and thanked him for his service.

Budget & Five-Year Plan

Don explained the operating budget and equipment allocation to the Committee. Whilst nothing has been added, the priority funding has shifted somewhat. There also has to be an establishment of a priority funding list in case the unit receives unexpected funds, for example from a Foundation donation. Fortunately, the number 1 funding priority – an oil recycler- has been secured. In addition, Don has secured a Class 8 truck donation from Caterpillar and is arranging transportation from the Seattle area. This is approximately a 2014 truck with a value of $174k-$200k.

Action Item: Jerry offered assistance with the retrieval of the Cat truck from Seattle: he will connect with Don

Don continued that the committee has been very generous in their support of the program as he introduced the Shop Tools and Equipment list for 2016-17. He shared that the department is looking for smaller engines to offset gaskets.

Action Item: Ted Ostrye offered assistance with potential donations of small engines for practice

The committee had further discussions regarding the listed needs. With regard to diagnostic readers, it was suggested by Mike that it might be a good idea to have a vendor come and give a demo of the software to look at suitability.

*Mike proposed a motion to accept the shop tools and equipment list as written, this was seconded by Colby and unanimously approved.*

Mock Interviews

Don spoke to the fact that last year several students undertook mock interviews with Committee members and found it helpful. This contributes to their winter and spring quarter task to prepare professional portfolios – a suggestion from the Advisory Committee - as a means to set them apart from other candidates.

Don also requires a supplemental activity before graduation, for example participating in the Diesel Dogs club. 30 hours of service are set for professional development: for example, taking a class in business, machining or welding, in addition to first aid/CPR. The program is looking for employers who are willing to give the time to give mock interviews, which has the potential to lead to actual employment.

Max continued that is a good opportunity to connect with students and provide feedback.

Action Item: Max, Colby and Travis, Randy, Brian, Ted and Jerry volunteered to perform mock interviews. Advisory Committee members who are interested in assisting to contact Don to make arrangements. A tentative timeline of February 13th thru 16th was established, with interviews each afternoon from 1pm to approximately 4pm. A feedback form will be provided.

Brian continued that FedEx is developing a program for 18-24 year olds entering the workplace.

Work Plan

Nichola explained that, going forward, Advisory Committee’s will be piloting a new format where the Work Plan will be created during meeting discussions and recorded in the minutes as Action Items with specific tasks and responsibilities outlined.

Genevieve mentioned that one item that would need to be addressed would be the need to replace Dennis: a job posting will follow. She asked that all Committee members please make any potential candidates aware of the opening.

Vendor Demonstrations.

Don discussed the benefits of vendors vesting labs etc. to share company information with students, demonstrate products etc.

Action Item: The following Committee members volunteered to undertake classroom visits:

Max November 8th

Brian November 15th

Colby November 16th

Dave November 17th

Jerry December 1st

Jerry also offered to host students at his facility so that they can view and experience different equipment.

Space Allocation

The committee discussed the ongoing space constraints. As enrollment continues to push the facility to work at increased capacity, the Committee members stressed the growing need for more graduates to fill the employment opportunities in the industry.

There was discussion of the new Clark facility planned for the Boschma Farm site. Nichola will share with the committee the link to make public feedback. The Committee also indicated that, as planning moves forward, they would be interested in presenting a more formal note of support for the Diesel program.

The meeting was adjourned at 1.54pm

Prepared by Nichola Farron