



## HiTECC ADVISORY COMMITTEE -MINUTES

Friday, May 22<sup>nd</sup>, 2020 • 8:00am-9:30am

Zoom Online (Audio/Video)

**Members Present:** Alex Bassett, Dick Hannah Honda; Ken Dent, Dick Hannah; Devin Henry, Dick Hannah; Brandon O'Lear, Dick Hannah Subaru; John Parthenay, Dick Hannah Honda; Cory Pierce, Dick Hannah VW; Gary Schuler, Dick Hannah Dealerships;

**Members Absent:** Abby Bacon, Dick Hannah VW (Committee Chair); Sean Fitzgerald (Vice Chair), Dick Hannah Chrysler;

**Clark College:** Mike Godson, HiTECC Coordinator & Instructor; Tonia Haney, TTEN Coordinator & Instructor; Automotive Instructors – Dannie Nordsiden, Brian Tracy, Bob Maloney; Wende Fisher, Advising Services; Armetta Burney, Interim Dean of WPTE; Hernan Garzon, Automotive Recruiter; SueAnn McWatters, Program Specialist – Advisory Committees

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Gary Schular called the meeting to order at 8:09am and introductions were made.

### MINUTES OF THE PREVIOUS MEETING

*The minutes of February 21<sup>st</sup>, 2020 were presented, Cory Pierce motioned to approved, seconded by Gary Schular, and was passed unanimously.*

### NEXT MEETING DATE

The committee will meet next on **Friday, December 11<sup>th</sup>, 2020 at 8:00am via Zoom Online.**

### OFFICE OF INSTRUCTION ANNOUNCEMENTS

Armetta Burney made the following announcements:

The college is in a significant budget cut of \$5.4 million. We have gone through an entire budgetary process. The plans were recently announced, which will have great impact from executive council down to the classified staff. 86% of the budget is salary and wages. An Associate of Vice President from Planning and Effectiveness and a Vice President from Economic Development will be eliminated. A major impact that will affect WPTE is that the Dean of STEM will also be eliminated. There is a process right now of gathering thoughts and ideas on what the restructure of the unit will look like. WPTE will likely increase in size. Administrative professionals will also be required to take leave without pay one day a month.

Mike Godson stated that they knew the cut was coming. There were about 30 positions that were eliminated or laid off. The bad news is that there will be more budget cuts in the future. The state has also announced that they will trim community college by about 15%. Funding is not in a good place. Automotive has not been under review yet.

She thanked the faculty for shifting so quickly during the COVID process. Many of the courses were not in a Canvas format, so they put in a lot of work to make it happen.

The new president Dr. Karin Edwards begins in July.

## REMOVAL OF CERTIFICATE OF PROFICIENCY

Tonia Haney explained that the college has always offered two paths: an AAT (associate's degree) and a Certificate of Proficiency. In years past, the certificate included a lower level of English and math. All the courses were three credits. In the intervening years, the college has done away with all three credit English and math classes. The advisory committees have all stated they want the students to be at college level reading and math. Keeping this certificate doesn't seem to add any value.

**Alex Bassett motioned to remove the Certificate of Proficiency from the program. It was seconded by Cory Pierce and was unanimously approved.**

## NEW HUMAN RELATIONS CLASS

Tonia Haney stated that it's a professionalism in auto shop course. It is a 5 credit class that will replace the student's current requirement for a human relations course. This course has also gone through the necessary college committees and is currently in development. Per the last meeting in fall, when we asked the dealerships what they needed, we created a curriculum that would include very specific wants.

Dannie Nordsiden spoke more about the class. It is a hybrid modality that is 8 weeks long run over the summer. It will contain COLL 101. It will be an elective course not JUST for automotive students. It will not work if a student is planning for a 4-year degree.

### Course Outcomes:

- Demonstrate interpersonal skills
- Comprehend and apply the techniques for personal management (stress, financial conflict, problem solving, etc.)
- Communication
- Effective professional skills
- Attitude
- Networking
- Critical thinking
- Being culturally aware
- Analyzing patterns of PP&I

### Supportive Program Outcomes:

- Be a representative of the employing dealer by being confident, highly trained, and ethical
- Be an effective team member

The course will be assessed by developed portfolios, interviews and evaluations by the service management team and/or instructors. Dannie explained the breakdown and timeline for each week of what will be taught.

## INTERNSHIP UPDATES

Dannie Nordsiden stated that most of it won't change. He is rewriting the course for the summer that is starting in June. The visits may start a bit earlier.

## RECRUITMENT UPDATES

Hernan Garzon explained that the only change is that they suspended job shadows. They have also removed the job first before joining the program at Clark College. He has been in video meetings with different candidates as well as scheduling high school zoom calls with the teachers and students.

Tonia Haney asked the dealers if they are ready for job shadows again as well as how many students they would be willing to take. Alex Bassett stated that they are ready and are able to take them whenever. Ken Dent already has two students in his shop. As far as any new students, he is wanting to wait as services have been very slow. Cory Pierce stated that Volkswagen was actually very busy when the virus shutdown occurred. There wasn't much of a slow down until about 7-8 weeks later. They are getting units in. Taking in new students is a maybe. He doesn't want to commit with not knowing the future of the virus. Devin Henry has two that are second years and are graduating. He would be happy to have job shadows. He would like to pick up at least 2-3 more students by fall.

Hernan Garzon will start to schedule job shadows in June. Tonia Haney also asked the dealerships to email/call Hernan to let him know if the students are quality candidates. John Parthenay suggested sending a list of the procedures and safety precautions that the students will need to take when entering the dealerships. There is a blanket safety standard that covers the entire corporation. The dealerships will provide PPE to the students.

## **PROGRAM SCHEDULE AND DELIVERY MODALITY**

Mike Godson explained that the standard modality is face to face. There are 3 modalities that the college is currently pursuing: remote, online, hybrid (online lecture, face to face lab). For this current quarter, lectures are online, however labs have not been performed. During the summer, students will finish out the labs. The department is working on schedules and procedures for that. In fall, the hope is that we will be in a full hybrid modality.

## **PROCESS FOR COVID-19**

Ken Dent will send out a document that covers their processes for handling the virus in their dealerships. Gary Schular stated that it ranges from sanitizing cars in and out, masks, gloves, social distancing, etc. Mike Godson heard that a Lexus dealership will be implementing similar strategies that college will perform; temperature checks, fill out a form, masks and gloves with physical distancing.

## **DEVELOPMENT OF ADVANCED TECHNOLOGIES COURSE**

Brian Tracy explained that there is available space in the curriculum to potentially add a new course. He suggested either an Electrical III course (hybrids) or an alternative fuels course. The industry members discussed and agreed on the importance of having an Electrical III course.

Tonia Haney suggested that the department can work on an outline of the course. 120 contact hours are required. 80 hours of which are working on the car. We can include course objectives, performance skills, and project outcomes. We can then present this at the next meeting.

## **20-21 HITECC WORK PLAN**

Mike Godson refined the work plan. The ASE accreditation has been delayed due to COVID. Recruitment is still a very important priority.

**Ken Dent motioned to approve the 20-21 HiTECC work plan. Alex Bassett seconded and was unanimously approved.**

Meeting adjourned at 9:15am.