

**AUTOMOTIVE TECH ADVISORY COMMITTEE**

**MINUTES**

**Wednesday, October 21, 2015**

**6:00-8:00 PM**

**Joan Stout Hall, Room 112**

**Members Present:** Kirk VanGelder, CDX-USA; Jay Dykeman, Vancouver Express Auto Care

**Members Absent:** Troy Ding, Committee Chair, Ding’s Complete Car Care; Steve Knight, Committee Vice Chair, Carr Cadillac GMC; Kevin Safley, Westech Construction; Dale Vendeberg, Vancouver Ford; Ken Dykeman, Vancouver Express Auto Care

**Clark College:** Tonia Haney, Automotive Department Head/Instructor; Mike Godson, Professor; Jason Crone, Professor; Bruce Music, Larch Auto Instructor; Michaela Loveridge, Automotive Student Recruitment & Retention; Genevieve Howard, Dean of Workforce & Career Technical Education; Wende Fisher, Advising; Cathy Sherick, Associate Dir. Of Instructional Planning & Innovation; Brianna Lisenbee, Career Services; Andreana DiGiorgio, Coordinator, Advisory Committees

The meeting was called to order by Kirk VanGelder at 6:23 p.m. and introductions were made. Michaela Loveridge is the new Automotive Student Recruitment & Retention Specialist.

Because no quorum was present, the February 2015 and May 2015 meeting minutes will be sent for a vote via email. *As of this writing, both sets of minutes have been approved.*

**Office of Instruction**

**The Fall Training for Chairs & Co Chairs** took place Tuesday September 15. Tim Cook and President Knight shared a few words of encouragement and gratitude for the work of all advisory members. The PowerPoint used in the training will be posted on the Advisory Web page, go to <http://www.clark.edu/advisory>

**Ethics Training.** This is required by The SBCTC and the State of WA for all public employees, elected and appointed officials. Without a quorum at this meeting, ethics training will take place at the next meeting.

**Perkins & Worker Retraining Grants**

* Perkins will be reviewed to ensure Clark is utilizing the funds in the most effective ways.

**2015-16 Worker Retraining $1,018,073** and **2015-16 Perkins $607,288**

* Grant funds are allocated on Full Time Equivalents (FTE’s)
* Leadership and Block grants **BEAM $16,000 Grant**: Lucia Worthington, Business, Entrepreneur, Accounting and Management (BEAM) club for the business department

**Innovation Grant $3000**: Marcia Roi of the Addiction Counselor Education, utilized funding to combine recruitment of veterans with the annual Hands across the Bridge event

**The Academic Plan** is under development and will be presented to the Board of Trustees in winter term, once adopted it will be available on the web site.

**Bachelor in Applied Management** (BAS). The second four year degree program at Clark, (the first was in Dental Hygiene), is in second phase of approvals. Slated to open for students fall of 2016.

**Advisory Committee Composition** is a great place for us to engage folks from the community. While our current student body is 58% from non-dominate populations, our advisory committees are generally not as diverse. Diversity will help Clark ensure training needs of all students are met.

**April 20th, 2016 – SAVE THE DATE** – the Advisory Member Breakfast will be held to acknowledge the service so many volunteers provide to Clark students. We hope that by providing the date well in advance members can plan to be there to enjoy a great breakfast, student presentations and some networking time.

Tonia suggested that while the general automotive program is not running, they go from a three-meeting schedule per year to two.

Genevieve discussed the budget reduction proposal put out by the college. General Automotive should be on the books by 2017. Kirk asked what the plan is for the next two years. Tonia said that she would like to present curriculum to the committee every advisory meeting and gather feedback on an ongoing basis until all the curriculum is ready. She said there’s time to create something really viable and wants to be ready when it’s time to get the MLR program back up and running. Each meeting the group will go over the classes. Tonia or Mike will send some curriculum out prior to the next meeting in April 2016. Will be discussed and voted on then.

**Director/Division Chair Report**

* Bruce Music reported he recently ordered new tools for the Larch program with a grant from Perkins. He’s certified about 58+ offenders so far.
* Committee encourages the college to finish the upgrading of the network computers. EOC is responsible for this as well. Bruce wants a dedicated network available within the larger network at Larch.
* Tonia got the outcomes done and updated.
* Jason is the Auto VP for the technology educators of Oregon this year. Responsible for the seminars and conference.

**Work Plan**

* The Equipment List was approved last meeting; received one A/C machine so far. More A/C machines are needed.
* **Labor Market Survey review (O\*net)**. Tonia showed the O\*net website. According to O\*net, 500 techs will be needed in next 5 years. Median hourly wage is $17. This includes Seattle.
* **Review Auto 170-Course Planning**. Committee reviewed a spreadsheet on two prerequisite courses: Automotive Processes (service writing, etc.), and Mechanical Processes (tools, torque, etc.). Would like to do a full blown competency-based program. Final Skills Performance structure would allow students to work at their own pace. Tonia’s intent is that students pay for time in her class, not cost per class.
* Tonia will send out the Auto 171-Course Planning and will be discusses at the next meeting.

Kirk summarized the meeting:

* April 20, 2016 is the advisory recognition breakfast.
* Minutes emailed to committee for vote.
* Two meeting this year; one next spring.
* Tonia will see that the two courses are mailed out.

The committee will meet again on Wednesday, April 13, 2016 at 6 pm.

The meeting was adjourned at 7:17 p.m.

Prepared/submitted by Andreana DiGiorgio