



DIES -MINUTES
Tuesday, May 7th, 2024, at 12:00 PM.
GHL 213

Members Present: Mike Taylor, Caylee Newson, Terry Craig, Michelle Dilwith-Lacenda, Dan Zenger, Renee Dees

Members Absent: Jake Mahan, Jody Mannor, Chris Boucher, Luis Trejo

Clark College: Theo Koupelis, Don Gonser, Elizabeth Flores, Wende Fisher, Jeff Rush, Katie Wallis-Chapman

The meeting began at 12:08 PM.

NEXT MEETING DATE

The committee will next be on November 5th, 2024, at noon.

MINUTES OF THE PREVIOUS MEETING

The minutes from February 20th, 2024, have been approved.

COLLEGE UPDATES

Theo discussed that the college is finishing through a budget cycle.

Theo discussed that the College experienced an 11% increase in enrollment.

Theo discussed the search for a new Vice President of Instruction.

EQUIPMENT UPDATE

Don discussed the program's equipment costs, detailed the priority items, and discussed the challenges that the program will encounter without the use of specific items.

Don discussed the equipment items that could not be purchased.

Don noted the program recently ordered a floor jack and adapter for differential removal.

Theo identified a potential opportunity to receive additional funding from Clean Energy. In the event of overlap, the program may be able to support necessary equipment.

Renee and Michelle recommended Summit Racing Equipment for tools.

Theo suggested reaching out to the Foundation, which collaborates with Snap-On for tool funding or donations.

STUDENT FEES

Don discussed the spreadsheet displaying the previous and current year's remaining budget and estimates.

Don noted that first-year students utilize a lot more resources.

Theo mentioned that there won't be a necessity to increase the students' fees significantly. He emphasized that the program must be cautious while deciding on the items included in the lab fee. The program should only charge for those items that students are likely to lose, break, or forget to return.

Don provided a rough estimate of \$120 for the increase in student fees.

Jeff pointed out the high cost of parts of additional tools and parts that go alongside larger purchases.

Katie provided an explanation of the student fee spreadsheet and mentioned that program supplies had been historically charged out of student fees. She also pointed out that there had been recent cost increases in tools and suggested that we carefully consider where these increases should be applied.

Katie suggested that certain categories could be moved into student fees.

Theo asked the committee for suggestions on reasonable student fees for labs.

Michelle suggested reviewing course content to identify gaps and providing students with a transparent breakdown of the course cost.

Michelle suggested a program to create a budget and plan for each year going forward.

Jeff recommended that it be a part of the work plan and adding a budget review.

From a student perspective, Caylee noted that some students might not be considered fees but the total tuition.

Theo discussed the process the College must follow if the program wants to increase student fees and agreed to create a long-term budget plan.

Jeff noted that the program must adhere to the evolving Automotive Service Excellence Education Foundation and adhere to accessibility and equity when considering tool purchases.

Renee recommended the program inquire with vendors upon purchasing tools for accessibility.

POLL

Theo and the program will work on the course fee costs for the program and provide Elizabeth with the breakdown.

Elizabeth will send out an electronic poll to the committee.

The committee has been tasked to respond by the end of the week with approval or obtain.

BYLAWS

The committee approved the bylaws. Terry motioned to approve the bylaws; Dan seconded the motion, and all unanimously Approved.

ACTION ITEMS

- Create the work plan at the fall meeting.
- RTA Fleet Management Software discussion.

Diesel
Advisory Committee Meeting
May 7, 2024

The meeting adjourned at 1:06 PM.

Prepared by Elizabeth Flores