# BF logo letterhead

# Fitness Trainer Advisory Committee

<http://www.clark.edu/advisory/ft/>

MEETING MINUTES

Date: **October 8, 2015** Time: **2:30 p.m.** Location: **OSC 204**

* ***Members Present:*** Deanna Turner, Committee Chair, Turner Personal Training; Marijka Margunov, Vice Chair, Northwest Personal Training; Yuliya Kovalenko, Parkview Christian Retirement Community; Sharon Prestel for Ashley Hummel, LA Fitness
* ***Members Absent:*** Matt DelGarbino, Victor Fitness Systems; Nathan Simon, PSU transfer student
* ***Clark College Faculty & Staff Present:*** Lisa Borho, Fitness Trainer Program Coordinator; Instructors Heidi Marshall, Garrett Hoyt, Bob Maves, Alan Wiest, Mike Arnold; Brenda Walstead, Interim Dean, Business & Health Sciences; Cathy Sherick, Associate Dir. Instructional Planning & Innovation; Kira Freed, Advising; Andreana DiGiorgio, Secretary Sr., Advisory Committees

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| **Topic** | **Discussion** | **Action** |
| Call the meeting to order and introductions | Before the meeting began a video was shown of fitness companies and industry leaders in support of the Fitness Trainer program at Clark.  The meeting was called to order at 2:30 p.m. |  |
| Approval of minutes | *A motion was made to approve the August 4, 2015 meeting minute as written. The motion was seconded and unanimously carried.* | ***8-4-15 minutes were approved.*** |
| Office of Instruction update | Cathy Sherick reported from the Office of Instruction:  **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.  **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>  **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 based Full Time Equivalents (FTE’s)  **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 in fall of 2016.  **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. |  |
| Program coordinator report | **Budget Reduction Proposal**. This program is on a list of elimination due to a $2M operating budget deficit. In response to the possible program elimination, Lisa sent a graduate survey out to 100+ graduates of the program. Thirty seven responded. Consensus was that students didn’t think they would have their job if they only had a certificate. They felt their degree was very important.  **Fitness Open House**. Friday, Oct. 16, 2015 from 2-4 p.m. in OSC 204. The open house is to encourage people from industry to learn about the program. Will include job information and openings.  **Fitness Trainer Informational Meeting**. Tuesday, Oct. 20, 2015 from 2-3 p.m. in OSC 204. For students interested in the FT trainer program.  Fall Fitness & Training Forum being hosted at Clark College this year. Sunday, Nov. 8, from 7:30 a.m.—5:30 p.m. Sponsored by NW Personal Trainer, Fitness Trainer and Why Racing. Same sponsors of the Blue Lake triathlon and other big races. A table from Fitness Trainer program will be there to give information. |  |
| Work Plan | **AAS & Certificate changes**. Approved in summer 2015. Won’t submit till final decision about the program is announced. Discussion about advantages and disadvantages of a 1 year cert. Adding more marketing, HR, management. Customer Service is shifted out. A motion was made to accept the proposed changes to the Fitness Trainer 1 year certificate and 2 year degree. Seconded and approved. Now have a new certificate of proficiency and a new AAS.  **Group Fitness Instructor**. Should this be required? Committee says yes. No vote necessary.  **Facility Fitness Management**. CPR cert is necessary. Put in specialty area courses. Not required but is required for the state exam. | ***Committee agreed to the changes presented. Seconded and unanimously approved.*** |
| New Business | Lisa announced that she is retiring at the end of this term. Alan will take Lisa’s place. |  |
| Old Business | Discussion of the possible reduction of the Fitness trainer program. |  |
| Next Meeting | The committee agreed to meet again February 16, 2016 at 2:30 pm. |  |
| Adjournment | Meeting was adjourned at 3:45 p.m. |  |

Prepared and submitted by Andreana DiGiorgio