# BF logo letterhead

# Fitness Trainer Advisory Committee

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

MEETING MINUTES

Date: **November 5, 2015** Time: **2:00 p.m.** Location: **OSC 204**

* ***Members Present:*** Deanna Turner, Vice Chair, 24 Hour Fitness; Bill Victor, Victor Fitness Systems; Marijka Margunov, Northwest Personal Training; Yuliya Kovalenko, Parkview Christian Retirement Community
* ***Members Absent:*** Adam Neiffer, Crossfit-Fort Vancouver; Reynard Carrie, Smart Fitness Pros
* ***Clark College Faculty & Staff Present:*** Lisa Borho, Program Coordinator; Heidi Marshall, Adjunct/Marshal Center; Instructors Garrett Hoyt, Bob Maves, Steve DeMassa, Alan Wiest, Garet Studer and Mike Arnold; Rachele Bakic, Interim Director of Academic Services; Kira Freed, Advising; and Advisory Committee Coordinator, Andreana DiGiorgio
* ***Others Present:*** Nathan Simon, former student

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| **Topic** | **Discussion** | **Action** |
| Call the meeting to order and introductions | The meeting was called to order at 3:04 pm by Vice Chair, Deanna Turner. |  |
| Approval of minutes | *A motion was made to approve the August 6, 2014 meeting minutes. The motion was seconded and unanimously carried.* | ***Minutes from 8/6/14 were approved.*** |
| Office of Instruction update | Interim Director of Academic Services, Rachele Bakic introduced herself and began with the advisory committee website & updated handbook – She told the committee that Clark College has a new web content manager and showed members how to navigate from the main page of the Clark website to the advisory websites. The committee handbook has been updated with new information.  **Perkins funding & Worker Retraining awards**. This year the college was awarded $608,925 in Perkins funding. Rachele explained that Perkins dollars help fund CTE curriculum development and revision, advising, tutoring, disability support services and computer lab support for CTE students. Of those dollars, approximately $32,214 in summer curriculum projects was awarded. Due to a decrease in funding level and the commitment to fund other initiatives, there are no Perkins equipment dollars this year. The Worker retraining award was $1,023,198. Most of the funding supports faculty salaries, instructional techs, financial aid and advising support.  **Credit for Prior Learning (CPL)**. Rachele reported that the focus of CPL is on course challenges and reviewing incoming industry certifications. Students may be assessed through various processes that will determine the degree to which learning outcomes have been met. She said students will be charged a flat fee of $255 for course challenges. This will primarily benefit students taking 3, 4, 5 or 6 credit hour courses. Students requesting a course challenge for a 1 or 2 credit hour course will not realize the financial benefit but may realize time savings. Rachele said that a major difference in this and the previous way Clark “waived” courses is that this program will ensure the course(s) are listed on the students’ transcripts with a “pass/fail”. She asked members if they have employees who would like to return to school and want to see what certifications or perhaps life experiences they might receive credit for, to have them contact Kim Marshel, Associate Director of Credit Articulation, at 360-992-2358 or kmarshall@clark.edu.  **Advisory Committee Recognition event**. Rachele announced that the College is planning an advisory member recognition breakfast on March 18, 2015 from 7:30—9:00 a.m. Regional economist Scott Bailey will be guest speaker and will give an economic report on the state of Washington and also our region. She told the members to be watching for more information in the coming weeks.  **Bylaws/Quorum**. The committee reviewed the bylaws with /recommendations from the Office of Instruction. Article IV, Section 3 should read, “Lack of participation by a member of two (2) consecutive meetings will result in moving them to “guest status.” Committee chair or department head will contact the member and let them know they can be reinstated.” | ***A motion was made to approve the bylaws with recommendations and one change. The motion was seconded and unanimously approved.*** |
| Program coordinator report | **Specialty Areas**: Status report on catalog changes for increasing specialty area credits in AAS degree, and approval process for Corrective Exercise Certificate of Completion. Lisa explained that she is on the Instructional Planning Team agenda for Monday to make the proposals of the curricular changes voted on by the committee over the summer. Lisa gave an overview of the recommended changes. She said outcomes were mostly approved. Lisa will give an update on the progress at the next meeting.  **Internship**: Need to set a date for the 2015 Internship Fair. Garrett Hoyt coordinates this event and proposed Friday, March 6, 1—3 p.m. Lisa said it’s kind of like a job fair in that internship sites give names of who they’d like and students give information about who they’d like to intern for. Ashley of LA Fitness said they prefer to hire in a paid internship situation.  **Try-Athlon**: Need to discuss steps to take before spring meeting. Lisa said last year the Try-Athlon was for just students. This year it is open to Fitness Trainer students, intramural students and Clark faculty/staff. She asked if any advisory members would like to volunteer to let her know. The date this year is Sunday, June 7, 2015. The pool is openfrom 8 a.m.—noon. There will be a 500 meter swim, 3K run, and a 12K bicycle event. Lunch will be available after the event. Lisa said Dave Hart still wants to still be involved. He sets up competitions often. Lisa asked if it should stay the same and Yuliya thinks it should be a little more difficult because these are trainers. Suggestions were a full sprint? 750 meters? Steve said to remember it is a “Try”-Athlon and most are beginners. Special populations are also involved so can’t make it too difficult. Some had to walk the run. Consensus is to keep it the same.  **Connect with industry partners**: Debrief about the meet & greet held October 17. Had trainers as well as employers in the area who toured the facility. Deanna said the gal at the Y wanted to talk to employees and make connections. Committee members suggested having a “fair” to help make connections between employees, employers, etc., and Alumni could be invited as well. Lisa said one important thing that came out from employers is there are a lot of potential for management positions. Having more in sales experience is also helpful, however, she said that something that’s been hard for graduates in the past is it’s hard to build a clientele before the bills come in. It would be helpful to be hired in a front desk position, get sales experience and a paycheck while building their clientele. Ashley has a hybrid position opening in November which is ½ training and ½ personal trainer sales. This winter Garet is teaching a professional aspects class and would like someone from industry come visit and share about sales, sales strategies, etc. Lisa said students are not motivated by sales alone but motivated by helping people. |  |
| New Business | **Election of officers**. Deanna said she would like to be nominated as chair. Andreana explained what the commitment of vice chair is. Minor responsibility. Marijka was nominated for the position of vice chair. *A motion was made to elect Deanna as chair and Marijka as vice chair. The motion was seconded and unanimously approved by the committee.*  Lisa asked former student Nathan Simon to give an overview of the Portland State University connection and how his transfer went. He said he took six extra classes at Clark which transferred and he will have a double major at PSU. He said the transition was very smooth. | ***Deanna Turner and Marijka Morgunov were elected chair and vice chair.*** |
| Next Meeting | The next meeting date was scheduled for Wednesday, April 15, 2015 at 2:30—4:00 p.m. | ***Andreana to send Save the Date to the committee.*** |
| Adjournment | Meeting was adjourned at 4:10 p.m. |  |

Prepared and submitted by Andreana DiGiorgio