# BF logo letterhead

# Fitness Trainer Advisory Committee

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

MEETING MINUTES

Date: **Wednesday, April 16, 2014** Time: **Noon—2:00 p.m.** Location: **OSC 204**

* ***Members Present:*** Denise Croucher, Lacamas Swim and Sport; David L. Hart, Vancouver Parks & Rec; Adam Neiffer, Crossfit-Fort Vancouver; Deanna Turner, 24 Hour Fitness
* ***Members Absent:*** Trevor Thomas, Northwest Personal Training; Bill Victor, Victor Fitness Systems
* ***Clark College Faculty & Staff Present:*** Lisa Borho, Program Coordinator; Instructors Garrett Hoyt, Bob Maves, Steve DeMassa, Alan Wiest, Garet Studer and Mike Arnold; Dean of Business & Health Sciences, Blake Bowers; and Advisory Committee Coordinator, Andreana DiGiorgio
* ***Others Present:*** Bonnie Rinta, 24 hour Fitness, Reynard Carrie, Smart Fitness Pros

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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 Committee Chair, Denise Croucher. Bonnie Rinta of 24 Hour Fitness and Raynard Carrie of Smart Fitness Pros were introduced while the committee waited for others to arrive. |  |
| Approval of minutes | A motion was made to approve the October 30, 2013 meeting minutes. The motion was seconded and unanimously carried. | **Minutes from 10/30/13 were approved.** |
| Office of Instruction update | Blake explained to the committee that the state has set standards for advisory committees which includes a requirement that adjunct faculty members can no longer be voting members of an advisory committee because of a potential conflict of interest. He said these committee members’ input is still very important to the committees. He said that these members will be listed as “ex-officio.”  Blake recommended the committee vote today for a vice chair which would put the committee in compliance, as the committee does not currently have a vice chair. Deanna Turner offered to be the vice chair. *A motion was made, seconded and the committee voted their approval unanimously.* | **Deanna Turner was voted the new vice chair.** |
| Program coordinator report | Lisa reported that at a recent faculty meeting they discussed a vision and purpose statement. She read it to the members: “Enhance the culture of the fitness industry by prioritizing education to produce exceptional fitness professionals in the Vancouver/Portland area metroplex.” Lisa asked for feedback from the committee at the next meeting.  Program outcomes. Lisa said that they are in the process of signing off on all of the outcomes for the program. She feels it is going to go well.  Lisa also suggested having a meet and greet at the Clark facility, including a tour. Deana thought it would be good exposure for the program and students. Denise suggested that this take place in fall. Bonnie said she will forward the curriculum to her higher ups and continue working on getting approval to have interns at her facility, and will also add sales training to the internship curriculum. Rey Carrie mentioned that life coaching is becoming a big business. The committee agreed that the current trend of fitness/life coaching is growing. |  |
| Work Plan | **Curriculum Goals**:  1. *iPad integration*. Lisa reported that the iPads are up and running and began use starting last summer. FT 150-Fundamentals of Fitness is using anatomy apps and FT 151-Fitness Center Skills is using Coach’s Eye app. All is going well.  2. *Certificate of Completion for Yoga.* This has been implemented and is moving forward.  3. *Integration of situational role playing*. Garrett said his Professional Aspects class he includes roleplaying in his class, including interviewing. Lisa said in her classes, FT 251 & FT 299, the final sign-off students have to do is answer a question either in written or oral form. Most students wanted to do the written but she said the oral is like role playing because they have to explain their answers orally. Mike Arnold said they do role playing in a group setting in FT 154-Power Development. Denise suggests this stays on the work plan for the next year and continue to come up with more ideas.  **Instructional & Learning Experiences**:  1. *Professional Interview Boot Camp*. Denise and Lisa both said the students love this. There are 14 students who will rotate four times through five interviewers. Denise said that the students bring their resumes and are interviewed and then the interviewer will give feedback to the student. The rotation was so that students get to interview with different interviewers for a different viewpoint on how they do. Garet suggested videotaping the interviews for future use. This is always done in spring, a couple of weeks before graduation. The committee chose Friday, June 6, 2014 at noon. Denise, Ray and someone from 24 Hour Fitness will do the interviewing.  2. *Internships*. There was some discussion about internships. There was some suggestion about having students intern at more than one place. Lisa indicated that they originally did this, but some internship sites felt like they were training students to go work someplace else. Deanna from 24 Hour Fitness said that a student with a non-member trial pass could shadow an employee and would be a better idea because she said that corporate would be more apt to approve this as opposed someone coming in to work without pay.  3. *Explore lab for FT 261-Special Populations*. Look into partnership with mature learning and DSS to have a supervised lab with special needs students. Lisa said she didn’t have a chance to work on this and asked that it be added to next year’s work plan for further review.  **Marketing & Public Relations**:  1. *Internship Fair*. This fair happened on March 7, 2014 from 1—3 p.m. Lisa wanted some feedback. Denise said she thought it went well and was very well organized.  2. *Triathlon*. (Dave Hart, Mike Arnold, Garet Studer). June 8, 2014. There will be a 500M swim, 15K bike, and 3K run. They’ve ironed out some of the wrinkles from last year and this year should be even better. David Hart spoke about the event map. He said coaches will have flaming orange vests and volunteers will have bibs that will ensure better tracking this year and will be much safer. He added that there is no need for permits. David will email more information to the committee and let them know where volunteers are needed. Lisa said she would like to have a photographer.  3. *Vision 2020*. Blake suggested adding Vision 2020 to the work plan. He asked the committee what they thought the program would look like in the year 2020. He said it’s not too far off in the future so he asked that the committee begin thinking about what the program should look like, what kind of equipment needs there will be, are curriculum needs being met? He mentioned that a north county building is in the planning stages. It will be a 70K square foot building will be built in the Ridgefield/Battle Ground area. *A motion was made to add Vision 2020 to the work plan. The motion was seconded and unanimously approved.*  4. *Explore ways to connect industry partners*. Another suggestion is to link business industry with education. One thing that can happen is for the industry members to come and sit in on a class of their choosing. Blake said to look at the class schedule and find a class that they’d like to sit in on and get an understanding of what is being taught. *A motion was made to add “explore ways to connect industry partners to the curriculum,” to the work plan. The motion was seconded and unanimously approved.* | **Completed**  **Completed**  **Timeline: Ongoing**  **Timeline: Annual/Ongoing June 2015**.  **Timeline: June 2015**  **Timeline: March 2015.**  **Timeline: Annual/Ongoing March 2015**  **Timeline: Annual/ongoing June 2015**  **Vision 2020 was added to the work plan for 2014-15.**  **Timeline: Ongoing/ discuss at next meeting.**  **“Explore ways to connect with industry partners” was added to the work plan for 2014-15.**  **Timeline: Ongoing** |
| Next Meeting | The next meeting date was scheduled for **Wednesday, August 6, 2014 at 3 pm** | Andreana to send Save the Date to the committee. |
| Adjournment | Meeting was adjourned at 4:45 p.m. |  |

Prepared and submitted by Andreana DiGiorgio