

**MECHATRONICS ADVISORY COMMITTEE**

**MEETING MINUTES**

**Tuesday, October 11th, 2016 \* 6:00 – 8:00 p.m.**

**Columbia Tech Center, Room 202**

**Members Present:** Zeb Hallmark, Committee Chair, Linear Technology; Chris Taylor, Vice Chair, Daimler Trucks North America; Silviu Spiridon, Linear Technology; Mike Kloeber, Perkins Pacific; John Smith, Lab-Volt Systems, Inc.

**Members Absent**: Carl Hagstrom, HAS; Nirav Sheth, SEH America; Jeremy Neyens, ISO Poly Films

**Guests**: J. Marc Johnson (Retired)

**Clark College:** Chris Lewis, Department Head/Mechatronics Professor; Instructors Ken Luchini , Anne Koering, and Roger Godsil; Cathy Sherick, Assoc. Dir. of Instructional Planning & Innovation; Nichola Farron Secretary Senior – Advisory Committees

Committee Chair Zeb Hallmark called the meeting to order at 6.11pm and introductions were made, including new committee member Mike Kloeber, and guest J. Marc Johnson

Minutes of the Previous Meeting

*Zeb proposed that the minutes of the previous meetings be approved as written, this was seconded by Silviu and approved unanimously.*

Next Meeting Date

The next meeting date for the Committee was set as 11th April 2017 at 6.00pm. This is slightly later in the year than normal, but allows for the College IT transition period in February.

Office of Instruction Updates

Cathy provided the following OOI updates:

The theme “Transformation” is being used to describe two large intersecting initiatives. One is the Academic Plan, which will guide Clark’s programs and student services over the next five years. The first goal of the plan is to implement Guided Pathways, the second large initiative.

All Washington State community colleges will implement Guided Pathways. This is aligning schedules and building program *pathways* that have clearer more defined structures, saving students time and money getting to graduation. Training for advisory members on Guided Pathways will be on March 24.

Specific *transformations* that advisory members will see this year include a *r*edesign of the meeting agenda format. This provides faculty and committees with a connection to the academic plan and will streamline the meeting while including committee work plan activities. The committee composition will now include students and Clark Alumnae. Students will be able to earn a small stipend and a letter of recommendation for their attendance and participation. Piloted this year, we hope that students will be a regular and vital presence on every committee in the future.

Transforming the role of committee members, from just meeting attendees to being a part of our learning community. Not just trainings, the series of Business and Community Learning events on campus are set up to be quick and friendly ‘lunch and learn’ opportunities. FREE and open to the public, the workshops will be scheduled from 11:30 a.m. to 1:30 p.m., and held in the Gaiser Student Center, allowing people to attend on their lunch hour. Food is available in the carts on campus, and guest are welcome to bring their brown bag. Additional information to follow in emails.

* Friday December 9th Advocacy
* Friday February 24th Millennials in the Workforce
* Friday March 24th Pathways
* Friday May 19th The Power of Completion

An evening event will be planned in the Spring to thank our advisory committee members for their time and expertise. Look for information during winter term.

A complete computer systems upgrade to campus registration, human resources and finance systems. The ‘go-live’ date for will be January 30. It will not impact the advisory committees, but it will impact campus business so there will be a moratorium on advisory meetings from mid-January to mid-February.

The new Bachelor of Applied Science in Applied Management (BASAM) is accepting students beginning winter term 2017. For additional information go to: <http://www.clark.edu/academics/programs/bus/basam/index.php>

Department Updates

Chris outlined that at the last meeting he had updated the committee that the College was still waiting to hear about a NSF grant: he was pleased to announce that the grant application was successful. The College was awarded a $200,000 grant to develop the RAMP initiative – Rural Access Mechatronics Program. The grant is due to end in August 2019. Chris continued that none of the allocation has been earmarked for equipment, instead it has been dedicated to faculty development. The aim is to create a hybridized course with content on line for those in more distant areas. This will be supplemented by bringing students to campus 3 or 4 times a quarter for an intensive hands on learning experience. He also shared that he is open to ideas for transporting equipment to those in more remote locations.

The committee congratulated Chris on his success in being awarded the RAMP grant, which was the first of its kind at the College.

Chris and Ken will be attending the principal investigators conference in Washington DC with Dean Howard. This will include seminars and workshops to learn about the National Science Foundation: they will be sharing information about the RAMP award with other attendees. The motivation is the commitment from Chris and the Department as a whole to reach more populations who have barriers to this kind of practical education.

A number of faculty will be participating in sessions to become e-learning certified: this is the focus of the first part of the grant. One of the award requirements is that there are 16 completions in the pilot program across 2 years. In addition to the 4 mechatronics faculty, there will also be 2 faculty members chosen from the campus at large to participate in the e-learning certification, for example from welding or machining.

On the topic of enrollment, Chris shared that after expressing his concerns about low enrollment at the last meeting, the situation has dramatically improved. Anne is now teaching 27 students in a 16-cap class. The Department is working on a solution to accommodate all the classes. Chris took a moment to express thanks to Anne for working hard to take on the extra students, and the associated increase in effort and demands as an Instructor.

Chris then explained that there is currently a restructuring of the business course elements being undertaken by Instructor Morris Geisler to be based on Team concepts, Corporate Structures, Project Management and Lean and organizational entrepreneurship. He continued that, after 6 years of training and inviting feedback from employers, there needs to be a refined exploration of the skills and knowledge expected of entry-level employees as graduates of the program. Chris invited the committee to discuss the kinds of skills they expected. Chis Taylor emphasized that a basic level of computer skills – MS Office etc. – was vital, and surprisingly still lacking in some new employees. Zeb considered it essential that new employees take the time to learn about supervisors and structures. It was widely agreed that the basic expectations, such as attendance, still need to be reiterated.

Chris Lewis outlined that the program does focus on 5s concepts, cleanliness and appearance of shops, and also an introduction to terminology. There was agreement amongst the committee that TPM is becoming more important.

Discussion then turned to the new campus proposals for the Boschma Farm site acquired by Clark: Chris indicated that early conversations are looking at a collaborative Advanced Manufacturing space. This would allow students to work across disciplines, and experience other equipment etc. Silviu outlined that ensuring students have a basic conceptual idea of these broad areas, and a familiarity with the basics was a positive step. Mike commented that QMS would be a good area to focus on.

Chris mentioned that this broad approach is mirrored in the composition of the Advisory Committee, where a number of areas are represented.

Chris continued that he took a trip to Germany in April to look a Hannover-based event that looked at ‘Industry 4.0’ where there was definitely a greater emphasis on software development in problem solving.

Chris expressed that equipment continues to be an issue, as there has been no funding support from the Foundation in the last 4 years; but the necessity of hands-on experience for students cannot be underestimated. The program is very equipment intensive and has been fortunate to have relationships with local employers. Chris emphasized that the need for equipment is a constant, and he also looks to committee members to pass on news of developments in that area.

The committee discussed various options for acquiring equipment, such as through company excess r surplus, and agreed to continue to focus on possibilities for this area.

The meeting was adjourned by Zeb at 7.19pm

Prepared by Nichola Farron