

Advisory Committee

Minutes

**Date: October 22nd, 2015 Start time: 6:00 pm**

**Location: ITC-113C End time: 7:01 pm**

 **Classroom**

**Chair:** Sergio H. Hernandez

**Attendees:** Gary Kramer Dennis J. Sprong

 District Manager Bobcat Account Manager Snap-On

 Dennis Schlatter Kurt Neinhuis

 San Diego county-San Marcos Shop Penske District Manager

 John Manring Paul Kelly

 SD County Fleet Coordinator Interim-Dean of Instructions C.T.E.E.D

 Robert Gonzalez Dennis Lutz

 Lead Tech, Penske Assistant Professor, Department Chair T&I

 Steve Nankervis Trinidad Garcia

 Fleet Maintenance, City of Vista Adjunct Instructor, Palomar College

**Recorder:** April Clemente

**Order of Agenda items**

**Sergio calls meeting to order at 6:00 pm**

**Introduction of attendees:** Sergio presents new adjunct instructor Trinidad Garcia. He is a veteran and an Alumni of Palomar College.

1. Curriculum

San Bernardino Valley College is offering a Bachelor’s degree online

1. New Hydraulic trainers

-Touch screen computers

-Students build circuits

-150 Symbols

1. Electric Trainer (Freightliner)

-MF 500-HT Simulator (Hydraulic)

1. NATEF Certification tool list

-Have successfully compiled all of the necessary tools to become NATEF Certified

1. Change of books

-CDX is compatible with blackboard and Canvas

-eLearning component

-Includes learning outcomes

**Action Item:** Unanimous vote on adopting CDX books for Fall 2016

 Sprong motion

Manring seconds

1. Facility
2. New signage on walls (C.A.R.B; NC3 Diesel Certification Center; CCDET)

-Sponsors are donating signage to promote the programs

-Palomar College is a Bobcat certified training center

1. Storage
2. Design being finalized

-Discussed the issue of adequate storage for supplies

-Cannot become NATEF certificatied unless adequate storage

B. Advisory Committee, April 3rd, 2014, addressed that NATEF Certification Standard 9- Facility: states that “the physical facilities must be adequate to permit achievement of the goals and performance objectives”. NATEF will rate on how secure items are from pilferage and vandalism. Title V. Educational Code states: “There must be adequate storage”. The program cannot move forward if it does not have adequate storage.

**Action Items:** Unanimous vote on conducting a case study to demonstrate growth and increase storage facility.

Dennis J. Sprong motions

John Manring seconds the motion.

1. Staffing
2. Currently hiring part-time instructors

-Must have an AA/AS and 6 years in experience to meet minimal qualifications

-Pushing for a second classroom

B. Advisory Committee held on April 3rd, 2014 attendees stressed the importance of a second full-time instructor to meet the programs needs and growth.

**Action Item:** Unanimous vote on hiring a FULL-TIME INSTRUCTOR Schlatter motions and Nienhuis seconds the motion.

1. Program Budget

-More grants

-15% Growth rate

-Dennis J. Sprong shared that in the last **8 years** **10 Automotive programs** have been lost in San Diego

**Meeting adjourned at 7:01 pm**