



CFT Advisory Committee Meeting

Meeting Minutes

April 16, 2020 1600-1720

Attendees:

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| Jennifer Anderson | Chairman/Lead CFT Instructor |
| Ruishan Chow | Workforce Mgmt Sector Navigator, SD Community Colleges |
| Adria Torrez | Dir. Education, Assn of Woodworking & Furniture Suppliers (AWFS) |
| Adam Kessler | AWFS Manager of Education |
| Reuben Foat | Cerritos College - Wood Manufacturing |
| Steve Spooner | President, Spooner Cabinetry |
| Chris Geldert | San Marcos High School |
| Diana Ramirez | Director, Community Relations, Reborn Cabinets |
| Georg Kast | Instructional Support Assistant |

I. Welcome Overview

Jennifer Anderson kicked off the meeting stating the purpose as a discussion with local industry personnel engaged in wood manufacturing industry along with secondary school and college faculty representatives. The meeting was held remotely over ZOOM due to the current social Distancing requirement. The discussion is focused on the current status of the CFT Program and industry and to solicit recommendations for program to better serve our students and provide them with opportunities to earn income in the woodworking industry. Introductions were made.

II. CFT Program Overview and Update

Jennifer Anderson reviewed the highlights and issues in the college and the CFT program including the following topics:

- The College administration has undergone some significant changes resulting from the departure, in March, of the President, Dr. Blake, resulting from a 'no-confidence' vote. Subsequent changes have resulted in a new Dean for the program. Concurrently, the fiscal health of the College was reviewed and found that without significant modifications the College may be insolvent. While the efforts to restore fiscal health are still being discussed, reductions in classes offered and, potentially, programs offered may further reduce the size of the CFT Program. An immediate impact is that the addition of another permanent faculty is on hold leaving one permanent faculty and one full time classified staff for the foreseeable

future. Adjunct staff has been relatively constant, however planned retirements have necessitated the need for additional hires over the summer.

- Jennifer discussed some of the program metrics (see attached). Student contact hours in the Spring semester are down 43% from historic levels, and while this is up slightly to -31% for Fall, the fiscal issues at the college may result in additional class cuts. She also discussed the challenges of continuing the Spring semester in a remote learning environment.

- Jennifer presented some of the recent Program highlights including:

- * Completion of a Production 'Banjolele' class and the donation of these instruments to local non-profit organizations.
- * Continuing relationship with national vendors including Lie-Nielsen and Festool.
- * Completion of Community Service classes in Laser Engraving
- * Continued outreach with the community and national organizations including Manufacturing Day at San Marcos State University, Escondido Center for the Arts 'Wood' Exhibition, AWFS and participation with San Marcos High School on the 'Warrior Village Tiny Home' Project.

III. CFT Equipment and Facilities Update

There was a brief review of the status of the facilities and equipment in the CFT operations. Topics included:

- Overall the state of equipment in the CFT labs is good, however some of the equipment purchased in conjunction with the facility remodel 8 years ago is showing its age. Belt sander and lathes, in particular, are requiring frequent repairs or replacement.

- While the CFT Program still does not have its own computer lab, the recent acquisition of 25 used laptops from the Automotive Department provides each student in classes with a digital design component with a PC. Refresh of these assets has not been planned for. CFT students now have access to the following software: Sketchup, Aspire for general CAD design work, Cabinetvision and KCD for Cabinet design and Corel Draw for Laser graphics. In addition, students have access to other CAD/CAM software elsewhere on campus including Autocad, SolidWorks and Mastercam. Jobs in the wood manufacturing industry are now closely coupled with technology and students without skill in CAD/CAM design software have limited opportunity for employment in the industry.

IV. Curriculum Rework

Changes in classes offered in the programs continue to be reviewed and updated. Jennifer discussed current activities associated with revising current curricula to integrate CAD software tools and CNC machining. Committee members indicated that while the variety of software being use by the woodworking industry is wide and varied, working knowledge of Autocad is probably the best foundational base

for quickly learning these other applications.

V. Discussion

The purpose of this segment was to discuss the previous information and to develop recommendations for the Palomar College CFT Program.

Jennifer pointed out some of the issues with capturing relevant information from existing sources regarding woodworking jobs for use in attracting students from different demographics into the CFT Program. Participants agreed that this is due, in part, to the myriad of woodworking paths including: self-employment, 'Gig' jobs, industry diversity and work being done 'under the table'.

The relevance of the industry is demonstrated by the fact that the members of the committee from the cabinetmaking industry indicated that they are still working during the pandemic and still looking for qualified resources. Steve Spooner indicated that, while skills in woodworking fundamentals is important, his production is focused on CNC machine operation. He indicated this provides more accuracy in the final product and also provides a safer work environment. He is still looking for Draftsmen/Engineers with some woodworking skills/experience. Diana Ramirez stated that their company has had some layoffs resulting from limited work coming from Las Vegas; however they are still looking for workers in sales, CNC operators and primarily installers. Steve shared that his company is engaged with the Associated General Contractors (AGC) Apprenticeship Program for installers. This is a 4 year program and requires classes two times per week. Chris Geldhert indicated that he has had students graduate and go directly into industry with only Autocad experience.

Adria contributed that AWFS has been promoting the Woodwork Career Alliance (WCA) Passport Program as a way to provide qualifies workers to the industry. While this has not been prevalent in Southern California, the program is very active in other states, including Wisconsin and North Carolina. The program includes a database for tracking participant tool based skills from handplanes to CNC machines; however, certified 'Skill Evaluators' are required. Cerritos College has had two evaluators on staff. She noted that colleges and high Schools work with employers to effect positive results. In Chicago, the city is working with the U.S. Dept. of Labor to certify the program.

There was additional discussion regarding the need to market the benefits of the CFT Program. A closer relationship with employers was stressed and a better way for employers to identify needs, perhaps via the web page. Ruishan suggested that an effective way to market to students would be to advertise how the skills learned in the Program are transferrable to other industries and occupations.

VI. Recommendations

1. Continue to integrate CAD/CAM tools and incorporate them as quickly as possible into the curriculum for all appropriate classes. Students should focus on a specific software tool to establish a higher level of expertise over the range of their coursework. Instructors need to become familiar with the available digital tools and fabrication machines. Move forward in creating a separate certification/degree program emphasizing Computer Aided Manufacturing.
2. The permanent faculty on the CFT staff desperately need to be increased. This will allow the resources necessary to make the necessary changes to the program and curriculum.
3. **Marketing** - Industry employers need to become familiar with the Palomar College CFT program and our students. Develop a way for employers to access students interested in a career in the woodworking industry.
4. **Marketing** -Update the website to reflect industry partnerships and to highlight student success stories. Include Career Pathways that demonstrate the transferability of the digital manufacturing skills learned in the CFT Program to other industries. Include graphics of this information when exhibiting CFT products and at other events (e.g., Manufacturing Day, Week of Welcome, etc.)
5. Use more Facebook and Instagram to get the CFT Program and its benefits into the public eye. This is faster and more flexible than the web pages.
6. Consider integrating the Program with a certified apprenticeship program.
7. Highlight to college staff and students the value of the program and the skills of students by building and installing projects in various campus offices and common areas.