



AUTOMOTIVE TECHNOLOGY TRAINING PROGRAM

Advisory Committee Meeting Minutes Skyline College, Building 10 - Room 10-004 Wednesday, June 25, 2014 Time: 11:30 – 1:30 PM

Lunch started at 11:30 AM. The meeting started at 12:10 PM

1) Lunch and Introductions

Advisory Members:

*Nef Castro
Kris Cesena
Ray Chin
Amber Delp
Jon Fowkes
Frank Fragomeni*

*Zim Gwee
Mike King
Sharon King
Michael McKee
Dan Merryman
Lisa Meyer*

*Maher Nijem
Bob Paredes
Brian Reidy
Eric Sevim
Richard Salazar
Rich Quadrelli*

Skyline Staff:
*Tom Broxholm
Don Carlson
Rick Escalambre
Julia Johnson
Nancy Lam
Dan Ming
Ed Yee*

Everyone introduced themselves and Rick thanked everyone for attending the meeting.

2) Update advisory board member information and give out Fall 2014 schedules

Advisory board member information sheet was passed around for updates. Sign-in sheet was also passed around for NATEF purposes.

3) Recent and future department retirements - Rick Escalambre

Clydie Rizzo will be retiring as of June 30, 2014; Nancy Lam moved over from the Cosmetology Department after 10 years as her replacement.

Kevin Sullivan, electrical instructor for the past 25 years retired as of May 2014; Ruben Parra from Modesto was hired as the new instructor.

Rick Escalambre will retire in 2015, and Ruben Parra will then take over Rick's classes in engine performances, smog and drivability.

Paul Spakowski will be retiring in 2016.

Don Carlson, Dean of Business, has taken a new position as VP of Instruction in Minnesota, and June 25, 2014 is his last day.

We are starting to lay the groundwork for all the upcoming changes and hope the board members will play a part in the transition because we cannot afford to have the maintained level drop, as always; it is the people that make or break a program.

4) Program Overview – Rick Escalambre

Review of the agenda and topics of discussions.

Rick said the Fall 2014 program is fully impacted without new applications, we have more students than seats available; and few students graduate in Spring, so it might be a year before current applicants can get into the program. Program is doing well, morning program has five full-time instructors, but the afternoon program, Ed Yee, is the only instructor that teaches four different programs. Evening programs resurgence from the industry that needs updates and refreshers, etc.

Tom said repeatability will be an issue for students; technically they cannot retake the course again for three years if they received a passing grade and the system would not let you know you can retake it after three years or more. Now, if one needs to repeat the program due to work or re-certification, they can petition for it; he is working with Admission & Records on a petition application process. His name is in the catalogue as the contact person if experiencing problems with repeating a course. He has requested District to put in the catalogue specific guidelines on how to petition in repeating a class. This Fall, Tom has changed Electrical I & II with new course numbers which he went submitted through curriculum, so anyone can take it, but this cannot be done every semester.

5) Possible closing of WYOTECH/ Impact on industry and program

Corinthian Colleges that own Everest, Heald and WyoTech is having funding issues from Federal, possibility of closing in October 2014 because they levied a 21 days hold on their student aid funds; should know by end of the week if they are still open. WyoTech have never been a competitor of ours because they have different types of students that attend their college, and good technician comes out of Skyline and WyoTech. We do not benefit from Wyotech's closing, maybe the evening programs but definitely not the day programs. It will hurt the industry because it will be that much harder finding good technicians; it is not a positive but a negative for us and the industry because there are not that many schools to choose from between here and Los Angeles. Adding teachers is not a big problem but the evening classes need to be fill, but the earliest change to our class schedules would be Summer 2015 because our Spring 2015 class schedules have already been submitted. We have already brought in new instructors to start grooming them for when instructors start retiring as of next year; we are also trying to grow within our own by mentoring current staff and students with potentials. Easier bringing in instructors for evening programs because stricter regulations are implemented for the daytime instructors, have to at least complete college general education before equivalency is considered.

6) Career Advancement Academy and Job Faire – Julia Johnson

Julia said she teaches the Career Advancement Academy that include basic automotive English and Math; 709, the Automotive Service Orientation and 710, the Fundamental of Automotive Technology. These students do not have a lot of car experiences and they are all together and it has been very successful. Student also need to take a personal finance class and counseling class and have the option of doing an internship of 3 months or more if they want job placement. For the internship, students from the day programs are also taking advantage of it.

7) Current job market trends and hiring needs – Julia Johnson

Rick said our programs are doing well and the students are all working and have jobs even before graduating, and we do not have anyone available to place. Tom said if anyone is looking to hire, calling in May is generally too late. Julia said she teaches her students the basic and as owners, they can teach them what they need as interns. Julia said the internship is designed as temporary, they are paid and you are responsible for them like an employee; if you are satisfied with their performances, they can stay after the 3 month internship. During internship, the relationship between student and owner can end anytime without being ‘fired’ and the student can move on. She teaches the students interviewing skills, job hunting skills, update their resumes to an automotive one because most have a generic resume only before she turns them over to the owners. She has a job fair a tries to have in the middle of every semester and she will invite our Board so they can meet the students and see they get first priority if they wish to hire. She is the person to contact if they wish to hire entry level/internship, meaning part-time only because they are still in school; and Rick & Tom for graduate hire. She will also screen the students for hire and the students do not have their own tools, if they do, then it will be double the minimum wage, a contract will be signed if hiring interns that outline what they can and cannot do and also the obligation of the owners. Jon Fowkes said the unions in East Bay have written into their contract to allow internship.

Rick said students can take electrical; steering, suspension & brakes; engines; transmission in any order they like with the exception of his classes, engine and advanced engine performance, which is the last portion of the program. He said this year, 18 of the 27 students were already working when they took his classes. If students show up at their shops saying they are from Skyline but have no recommendation from us, it is best to call us because we know who to recommend.

8) Upcoming changes to Smog Check Program – Rick Escalambre

They are starting to turn on the DAD (Data Acquisition Device), it is an OB2 only tester for 2000 and newer model cars, only 2 companies have been approved so far, A Plus and Drew Technologies, turning out about 400 machines a week. Machine will cost anywhere between \$1,200 - \$4,000 and take about 6 weeks or more for delivery; will need only a test only licensed person to do the job. The OB2 machine will take care of about 98% of the cars out there and it will be a one stop shop, can get the whole machine or just the stand-alone unit with your own PC, barcode reader and printer. Most likely August/September of this year and it will be fully operable for 2000 and newer models. The BAR 97 will be for 1999 or older models. OB2 is not a STAR

station which has a rating of .4 and higher and can test all vehicles. There will be two separate licenses, test and repair. Test only license renewal now is 4 hours of online BAR training, repair license is still 16 hours of training every 2 years, this has not changed.

9) Apprenticeship Information/Courses – Tom Broxholm

We now have 7 apprentices, the number has gone up slightly, meaning the industry is hiring.

10) NATEF changes and Advisory Board responsibilities

NATEF stands for National Automotive Technicians Education Foundation setup through ASE, for certification for high school and post-secondary school. We have been certified since 1989 and re-certification every 5 years and 2 ½ years, our next one will be in 2016. They have tightened up on their standards one of the standards required from NATEF of the Advisory Board is to make sure there is open communications between the Board and us and are involved with the programs. NATEF has its pros and cons but overall they have high standards and we have been implementing them throughout our programs and training.

Our previous minutes reflected the Boards input and involvement and helped us tremendously with our re-certification. Once we have our new budget in place, we will review them in our next Fall meeting. Our budget generally is around \$31,000 and that does not include repairs, only our everyday expenses. In keeping up with technology, the scan tool updates takes up to about a third of our budget. \$2,400 is for laundry, \$2,000 for Central Duplication, \$1,800 for gasoline for our 95 cars. The rent we receive from Referee goes into a rollover account that covers conferences, banquets, scholarships, etc., we have about \$20,000 in that account. Our biggest loss is the income from the apprenticeship program; a request was put in at the Program Review for an additional \$10,000, hopefully that amount would cover some of the scan tool updates. This year, the college was able to come up with \$14,000 for our repair bills.

At next meeting, we will have a check list ready for walk-through to evaluate the safety of our facilities, which NATEF have raised the standards. We also need to review our curriculum if we want any changes for Summer 2015. Added responsibilities are given to the Board by NATEF for re-certification.

11) Review Automotive courses currently listed in the college catalog – Rick Escalambre

Spring 2015 classes have already been submitted; earliest change will be Summer 2015. Beside the classes offered to students, the in-service classes offered have benefitted many industry people, and we are doing well in that area.

The service advising class is in the catalogue under the apprenticeship programs. 713-752 are our morning programs that are 15 units. Will have to revisit the validity of 360 hours of engine diagnosis & repair, maybe 180 hours should suffice and add in air-conditioning as part of the program.

800 are our current apprenticeship class, and the new one will be 900 and the new night classes will be 500. Slowly moving away with the Asian Car terminology, we used it back then so no one could say we were offering the same classes morning and afternoon.

12) Additional comments and suggestions from the Advisory Board Members

European classes are missing, and so are diesel classes. Light diesel is offered this summer under 600 as an experimental class and taught by Filipp Gleyzer. We do not like to offer classes that we cannot support, and Zim Gwee said he can support our needs. Rick said these diesel classes is an easy fix, no need to go through curriculum review, but need to work out the details.

Eric Sevim asked about telematics and think it would be a strong class. He also asked about a pre-requisite class for owner and dealers, like an automotive business class where his technicians would not be able to attend.

Pax tires were also suggested; but currently it is not replaceable except at the dealership because it has a plastic inner core and the sides are extremely hard and difficult to remove. We need to put together classes that will support the industry.

Eric Sevim request that at next meeting we have together figures of how many applications we have and applicants we accepted, graduated students and areas of job placement, so they can see where support is needed. Rick said that is our plan because we would need it for our re-certification.

Jon Fowkes suggested we invite Workhands to our next meeting, they are like LinkedIn, good networking for students and they are local business. He will send us the information. As to instructors' evaluation, which we have done it this year, it is a DASH requirement.

Mike McKee said they closed their training center in Livermore and partnered with Chabot Automotive and first class will be in mid-July.

Board would like prior meeting information so they can come prepared, and would like other members email addresses.

Next Meeting: November 2014

The meeting was adjourned at **1:25** pm