



AUTOMOTIVE TECHNOLOGY TRAINING PROGRAM

Advisory Committee Meeting Minutes Skyline College, Building 10 - Room 10-004 Wednesday, April 19, 2017 Time: 11:30 – 1:40 PM

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

1) Lunch and Introductions

Advisory Members:

*Arliegh Amante
Kris Cesena
Gilbert Lee
Casey Gallagher
Dean Decastro*

*Brian Irwin
Mitchell Kudler
Raymond Lee
Bob Paredes
Brian Reidy*

*Randy Shannon
A.J. Stavana
Karey Stern
Phil Swank*

Skyline Staff:

*Krista Allen
Tom Broxholm
Filipp Gleyzer
Julia Johnson
Nancy Lam*

*Dan Ming
Ruben Parra
Christine Roumbanis
Paul Spakowski
Ed Yee*

Everyone introduced themselves and we welcomed new members Gilbert Lee, Karey Stern & Brian Irwin, Tom thanked everyone for attending the meeting.

2) Review of Agenda – Tom Broxholm

Tom said we have a big agenda to cover, and would like to do a quick survey amongst the members present for our courses that covers all 8 ASE areas, L1 and Smog.

3) Review Minutes from Last Meeting

The minutes from November 9, 2016 was approved after review.

4) Program Survey

Tom explained that the survey is to see if the programs and courses we are currently offering meets the needs of students and employers. He explained the fundamental prerequisite requirements for entering our full-time 2-3 years certificated/AS Automotive Technology Program. Once in the program, students have 4 courses to choose from – A1 (Engines), A2 & A3 (Manual & Automatic Drive Trains, A4 & A5 (Steering, Suspension & Brakes), A6 (Electrical); once these four classes are completed, they advance to A8 (Engine Performance) and L1 (Advanced Engine Performance) and then graduate from our program. Each of these classes covers 11 hours of lecture and 11 hours

of lab each week over a 17 weeks period, that equates to 15 units per semester. Upon graduation, students would have accumulated 90 credit units and 2,160 hours of lecture/lab time. A7 (Heating & Air Condition) is a stand-alone class offered either in the evening or over the summer. ASE testing are not required but are encouraged to take the student ASE tests; upon graduation, all students meet NATEF's completion of tasks.

The first portion of the survey contained 7 questions to employers asking them to rate the areas of courses offered to the outcome of the quality of the students based on the hours they are in class, whether it was Too Much, Not Enough & Just About Right. The content of the questions were based on 360 hours of education with a 50-50% in lecture and lab. (360 hours equates to attending class 4 days a week for 5.5 hours a day for 16.4 weeks)

The second portion of the survey covered Hybrid training and experience and qualification of instructors; the last portion of the survey was asking the Board Members their felling on hiring part-time instructors as opposed to full-time instructors.

To apply to the Automotive Technology Program, students must have English and Math skills, one year of high school automotive classes with a grade of 'B' or higher; or one year of R.O.P. Automotive with a grade of 'B' or higher; or a grade of 'B' or higher in either AUTO 710 or AUTO 711; or one year of automotive work experience.

4) **Program Overview – Tom Broxholm & Julia Johnson**

- a. Subaru have donated 3 vehicles and 2 scanners which we supply the laptops; and with full access to their online repair manual that the department login to for the students to use. We have not received any donations from Audi yet, but the word is that it is in the works since we are considered a Preferred School, ones that Audi works with.

One of the incentives for students that registered for Subaru University/Audi University and reaches certain levels, they will receive a shirt with either the Subaru or Audi logo on one side and the Skyline logo on the other side. Another was for the first three or four that complete certain goals would receive some kind of reward like tools or cash. Or, upon completion of the online training and they applied for a job at these dealerships, they would receive a set of tools that would be useful at their job and a cash reward that was offered by the dealership. Currently we already have a few students signed up for the online training, it is moving along slower than anticipated, but definitely moving forward.

We still continuously have the support from Nissan and Infinity with their car donation, but there is no official agreement in place like we have with Subaru and Audi.

We now have a new online donation form for cars, scholarships, warranty parts or scraps for educational purposes, etc. Our year-end scholarships are generally from donations from the industry & faculty, and our department will round out the balance.

Planning on offering short classes on new technology.

- b. Our Internship Program is successful, we had one of the biggest turnouts at our last Hiring Day, 45 students and 40 employers participated. More employers wanted to attend, but we did not have the space to host that many people.

Career Pathway last year was very successful, students like hearing from people from the industry sharing their experiences and what is expected once in the field. We are thinking

of planning another Career Pathway in May, and would be bringing people in from 5 shops, each covering different areas.

5) Advisory Board Discussion Topics

1. Ruben updated on the student ASE certification, which the Board thought was a good idea because the students would have an idea what the real ASE test would be like. I would cost \$30.00 per student to take the test, and each test has 40 40 questions. August to January would be Fall and March through June would be Spring.
2. Over the Summer, classes will be offered in the evening, and the classes offered are:- Light Diesel, Hybrid, Oxygen/Acetylene Basics and the Fundamentals of Automotive Technology. For Fall, besides all our basic classes during the day, for evening we are offering:- Drive Line & Differentials, Electrical I & II, Brake I, Air Conditioning, Smog I & II, High Performance Engines, Cylinder Head.
3. We will be submitting our Equipment Request List to our Dean, and the list was attached for the Board's reference.
4. Manual Driveline, this will eventually be phased out in the industry. Power Take Off (PTO), All Wheel Drive, Dual Mass and Dual Clutch. Audi might be able to give us some manual transmission.
5. At a webinar session, Tom learned that the Board should be given 6 months notification of the next Board meeting, together with all relevant documents. At the next meeting, the Board will vote on whether the Board or Automotive coordinator decide on the meeting agenda, as well as electing an Advisory Board Chairperson, which should be a non-school employee. Tom will send the Board a job description for the Chairperson including job duties.
6. The Administration is pushing our regular 15 units program into smaller units, and we would need all the support from the Board to convince them that any less units per semester will not give the students the basic knowledge they need to be successful in the field.
7. Paul Spakowski will retire in about a year, and Ed Yee might have to move to the daytime program unless we are allowed to hire a full-time replacement for Paul. Hiring a part-time faculty to teach the class would lose its continuity and the person might not be so vested into the program.
8. Terra Nova High School's Auto Program might be discontinued, and since they are one of our feeder schools in the area, we might lose some of their students. They have already let go of their auto instructor, and have asked if we have any instructors interested in going down there to teach the class, and our adjunct, Kalon Behraves, is willing to go there and teach. We will keep everyone posted on this.

Next Meeting: TBA (Proposed date in October or November)

The meeting was adjourned at 1:40 pm



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