



## **AUTOMOTIVE TECHNOLOGY TRAINING PROGRAM**

### **Advisory Committee Meeting Minutes Skyline College, Virtual Zoom Friday, May 21, 2021 Time: 1:30 – 3:00 PM**

The Zoom virtual meeting started at 1:30pm

#### **1) Introductions**

##### **Advisory Members:**

*Pamela Gutman*

*Zim Gwee*

*Michelle Johnson*

*David Kusa*

*John Lau*

*Raymond Lee*

*Juan Maldonado*

*Mitchell May*

*Dan Merryman*

*Maher Nijem*

*Jeff Nott*

*Darren Rees*

*Germane Valentin*

##### **Skyline Staff:**

*Krista Allen*

*Kalon Behraves*

*Tom Broxholm*

*Filipp Gleyzer*

*Julia Johnson*

*Michael Kane*

*Nancy Lam*

*Ruben Parra*

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

#### **2) Review Minutes from Fall Meeting**

December 15, 2020 minutes were reviewed and approved.

#### **3) Program Overview – Tom Broxholm**

- a) Ruben Para gave an update on the status of our ASE Education Foundation, formerly NATEF Program Certification. Ruben has been tasked as the liaison between NATEF, now ASE Education Foundation and Skyline Automotive for their certification. He also is in charge of Skyline's ASE Entry Level Student Certification, which is a fairly new way of certifying students and introducing them to the ASE Certification. The ASE Certificates are a staple in the trade and he personally feel is very important in the industry. The presentation was supposedly for the last Advisory Board meeting, so there are a few updates since then. National Automotive Technicians Education Foundation (NATEF) and Automotive Youth Educational Systems (AYES) merged and is now known as ASE Education Foundation. Even with the new name, everyone still refers to it as NATEF. Benefits of the ASE Education Foundation & Accreditation are students can quickly identify quality schools &

programs, and be assured of a quality automotive education. Potential industry employers also benefit because they have highly trained and skilled students to choose from. Polls have been taken from employers and they feel that students from accredited schools receive a more advanced education than non-credited schools.

- b) Skyline Automotive accreditation is set to expire June 2021, the general practice is to submit the renewal application the year before in order for the accreditation not to lapse. Due to the pandemic, everything fell to the way side, everything that was supposed to happen did not. A committee was supposed to be formed to come on campus to review our program and facilities, and to give recommendations. Once industry recommendations are met, the program will be awarded another 5-year accreditation; but due to the pandemic, everything was put on hold and we were given another year; so instead expiring June 2021, on August 2020, we were given a one-year extension, therefore our new accreditation period will now expire June 2022. These extensions are targeted to help programs that expired between January and July 2021, which is where Skyline falls under. An application together with all required documentation was submitted for the extension and approved. We now start the process all over again. A program evaluation advisory committee will be formed, separate from our advisory board; this committee will give recommendations on our program and we in turn will self-report to ASE. They now do not set foot on campus, we basically give an overview of the program and take pictures of what ASE want to see. Ruben said the advisory committee could be made up of 2 to 4 members, previous members that assisted are welcome. His goal is to arrange to meet with the advisory committee and have everything done by Summer and Fall, and submit renewal application end of Fall 2021. Will compile the data and report back at our next Advisory Board meeting in Fall 2021. During the meeting, Jeff Nott, David Kusa and John Lau expressed interest to be on the advisory committee; ASE recommend a wide spectrum for the advisory committee. ASE Entry Level Student Certification is fairly new and the Advisory Board is in favor of it. Ruben himself is a strong proponent of ASE Certification, not as a high benchmark but as a minimum. He feels every automotive technician should have their ASEs, especially in the fields they consider themselves as experts in. Now that we here at Skyline have established a certification pathway, our goal is to at least have the students' entry level certified. In the past, the department had taken on the cost, but will be looking for sponsors because it cost between \$30 to \$40 per student to be certified, and they can certify in as many areas as they like. We have certain criteria, the student must at least be in their second semester, an average grade of A or B in the course to be certified and the approval of the instructor that taught the course. Hopefully the student's career pathway would be Entry Level, Professional Technician Certifications, Master Technicians. This program was implemented 2017-2018 based upon the Advisory Board's input and testing started Spring 2018 to Fall 2019; a total of 34 students received their Entry Level Certification and the passing rate was near 97% (current data have not yet been compiled); this also helped the department's Student Learning Outcome (SLO) because before we did not really have the correct tool to measure SLO. Testing is done on site with a specially designated proctor, but no testing was done in 2020 due to COVID. Hope to restart again in Fall 2021, provided of course the Advisory Board members think it is

feasible and we have the funding for the testing process.

- c) Tom said that he sent out an email awhile back regarding our soft skill class, AUTO 580, as a requirement for our degree and it was taken to the Curriculum Committee. We have two degrees, the Automotive Technology and the Automotive Technician, the biggest difference is one is during the full-time day program and the other is in the evening. Any new students starting in Fall 2021, is not required to take AUTO 580 but is required if they pursue their AS degree in Automotive. The feedback from the Advisory Board is that it is a skill set that every student should have; it is only a one-unit class and can be done 100% online and offered once a year.
- d) Automotive is looking to add some new certificates and would like inputs from the Advisory Board. Currently we have our AUTO Drivetrains, AUTO Electrical, AUTO Brake & Chassis, AUTO Engines, AUTO Engine Performance and AUTO Advance Engine Performance; and all these classes require the AUTO Fundamentals for a certificate. We are proposing something with a bit more value, something that gives a student and employers more idea of the level of education the student had. The proposed added certificates have not been given a name yet but these 15-unit classes will most likely indicate the level, i.e. Level II, Level III or Advanced Technician on the new certificates with the added level of electrical education and skill set. All four new core classes will have extra electrical systems taught and the Engine Performance class will have Engines as prerequisites. The process was started, a committee was formed, comprising of Tom himself, Dean of BEPP, VP of Instruction and Curriculum Committee. Ideas were suggested and worked on, and the greenlight was given to discuss with the Advisory Board for inputs. Another proposed idea was to have entry level, intermediate and advanced instead of specific names. The committee leaned towards the specific named certificates because it gives the employer a more descriptive level of educational skill set the student have. It also helps the department because we are certificate driven besides encouraging our students to attain their degree.
- e) Julia Johnson presented another certificate progression option, she said the industry do not care as much how the certificates are name as to the knowledge and skills students bring to the shop. She suggests Entry Level Tech, comprising of all the AUTO Fundamental class (AUTO 710 or 711, 580 and optional 670) together with AUTO 721, Brakes Steering & Suspension; Repair Tech comprising of AUTO 713, Electrical and AUTO 734, Engines; Advanced Diagnostic Tech comprising of AUTO 735, Drivetrains and AUTO 751, Engine Performance. If students wished to continue with further training, it would be the Specialty Tech comprising of AUTO 752, Advanced Engine Performance, and other classes the Advisory Board thinks need to be included. Original certificates will remain per Tom, only thinking of adding new certificates. Julia also wanted to know from the Advisory Board members how important the certificates are to them when reviewing resumes, or the graduate program they are from or a degree.

Julia has been approached by several social service agencies about possibly creating an entry kind of certificate program that would lead to jobs. She has been working with a partner name Richard and the organization they created is called Get to Work. Per conversations with employers, it is not just hiring difficulties but finding qualified candidates with skills, and

training someone off the street takes time and lowers productivity. The social service agencies find a lot of people are interested in working in our industry but not finding programs that meet their criteria. Example: HIP (Human Investment Project) Housing in San Mateo, will pay a student's rent for a year but at the end of the year, the student would have to get a certificate. Our 3-year certificate program might not meet the agencies' requirements, they are basically looking for a short training program that leads to jobs. Also discovered that there is a lack of coordination between the variety of different programs offered throughout the State that leads to jobs, therefore outcome requirements are not met. Example: NextGen Automotive advertising that Pam Gutman was referring to; a huge response once the advertising was rolled out, but where do the students go from there? The goal is to put these interested parties into successful training programs that would lead to jobs in the automotive industry, as well as accessing social service options. With this new program we hope to put together, will become a registered apprenticeship program that can be replicated throughout the State so that community colleges can offer these quality training programs. A soft pilot program will be offered at Skyline using existing Entry Level Technician Fundamental and soft skill curriculum, and various hands on classes have been scheduled. This would be an open cohort, meaning students will be from different recruiting areas of social service agencies. San Mateo County Department of Education is very interested in this program and have students that are ready to go, as well as the leads from NextGen Automotive advertising that we will contact. Hopefully by Fall, after approximate 8 weeks of training, students would be ready and Available to fill jobs that have been posted with us. Hopefully these students will continue their education with us after their initial training. Now that the pipeline for students have been established, the next step is for employers to join the program. She had spoken with the Bridgestone representative yesterday, they have 300 stores in the area and very interested in the program. Will also contact New Car Dealership Association, the Automotive Service Council of California (association of independent shops), and other suggestions from the Advisory Board. Would like feedbacks from the Advisory Board if they are interested in the program; if they want a close cohort where we just train their new hires with basic skills; different training schedules over our regular semester schedules; involved with specific training curriculum, etc. Would also like to know the Board's commitment level, like number of jobs available each semester, sponsor students, hiring bonus, internship, etc.

- f) Summer fundamental class is already full and Kalon Behravesh will be teaching the class; 2 Smog Check Updates will be taught by Rick Escalambre. Fall classes will be similar to the Spring schedule, approved to be on campus a bit more. Spring enrollment was down and hopefully Fall would be better. There are less students to tap into for jobs and employers are hurting. Julia is still the primary contact for job placement.
- g) The pool for Automotive Instructor was small so it was closed in the Spring, will reopen in mid-August, hopefully can hire an instructor to start in January 2022. Raxell Villagrancia is the new hire for Automotive Technician, replacing Don Ross, Raxell is also a Skyline automotive graduate.

**5) Additional Comments and Suggestions from the Advisory Board Members**

- Pam Gutman wrapped up original joint venture projects in automotive, that focused on upscaling & training faculty and advanced ADAS. They also started advertising to market RGB for automotive on many social media platforms, netted 300 leads for the colleges in the Bay Area from this past semester. Will start again over the summer for the Fall campaign. Finishing up with electude, so will be contacting Ruben and Kalon about it and see what their plans are for the next semester. She will be going down to Victor Valley over the summer to work with them on their advanced ADAS faculty training, which she hopes to bring back to the Bay Area. Exploring new certifications from SAE on electric vehicles, and have four faculty from the Bay Area participating in the pilot for the new certification with SAE on electric vehicles, so will report back on this. Also exploring a technology hub in automotive for Chabot and Northern California Fleet Academy for the heavy duty electric; training is in place for the three diesel schools in the area, and will train both fleet technicians, high school and grammar school technicians as well as preparing curriculum.
- Darren Rees will be replacing Jon Fowkes at the Joint Apprenticeship when he retires.
- Jeff Nott said he just need good simple ways to understand the kind of training the students had, however the certificates that have names really makes not much of a difference. More useful knowing the number of hours or semesters of training the students received on each subject and any official internships they were at. Dean Kane said the internship can be list on the certificate like any core course, but have to basically list how many units are required from co-op towards the certificate. Jeff would like the PowerPoint Julia presented on the new proposed pilot program, he said there are a few things he would like to review and think over first because have to be careful with California laws when probationary periods are involved, a term that have to be careful when used.
- Zim Gwee always check for certificates and experience. His facility trains them to fix cars, and Skyline students are well trained, have manners and good communications, feel comfortable when interviewing them.
- Dave Kusa said from a shop owner's point of view, to the consumers, they are certified but not all people know that not all auto technicians are certified by the State, so it helps when the certificates are displayed, and using it together with your ASE approval, it certainly has its value. Higher level of certificates, especially the new technologies and hybrid certification would be valuable. In the future there might be State mandated inspections on the new systems. A person that had training and certificates, self-motivation and willing to learn is most important to him.
- Juan Maldonado said it would let the dealerships know the skill sets the student has and whether it is what they are looking for. Wants to know if these certificates are offered while completing the program or just come in for just that one certificate. Our students do not generally come in for just one certificate, they generally stay to complete the whole program, six certificates total as of now. Some will take 3 classes to obtain their degree

then move on; and some will take a few classes then take their GE classes before returning to the program or not at all.

- John Lau look at experience and education level. For someone that is already in the field, this 30 units program would work because they do not have ASE certificates, but for those that are already in the program, that should suffice. No preference how the certificates are named.
- Mitch May say certificates most certainly have value but Subaru looks for experience and depth. The more electrical experience and education the better because nowadays every part involves electrical. No preference to naming of certificates. He prefers virtual meetings, allows him to attend.
- Ray Lee said County of San Francisco works with the Machinist Union, and College of Alameda, and the apprentices go to class at night. Skyline can work along the same guidelines with apprenticeships, dealerships and shop owners. Skyline have been working with the Machinist Union for over 30 years, and their apprentices all take our night classes.

Next Meeting: TBD

The meeting was adjourned at 1:30 pm