

Columbia College Automotive Technology
Advisory Committee Agenda
October 7, 2016

Meeting Called to Order at 7:00 am

I. Welcome and Introductions

Attending members introduced themselves. Erik explained the purpose and mission of the advisory committee.

II. Review of Program Budgets

Erik gave a copy of the program budget for the 2016-17 year. Some line-items in the budgets have more restrictions than others. However, altogether the annual budget is roughly \$10,500. This amount does not include equipment funds. Those funds are allocated through a competitive process within the division.

Brian asked if the budget meets the operating needs of the program. Erik replied that the current funds provide what the program needs, but not everything the program wants.

Brain asked if the budget is increased annually for inflation. Erik said that it is not adjusted for inflation. The budget has been fairly consistent sine he has been in his position (1997), give or take \$1,000-2,000. The exception was about 4 or 5 years ago when the state budgets were suffering. During that period, the program budget was about 1/3 of what it usually is. It was difficult to meet the needs, but it was only a temporary reduction.

Cory moved to approve the budget. Brian Seconded. Approved.

III. Annual Follow Up of Program Graduates

Erik explained the NATEF requirement for following up with program graduates. As Cory stated, the automotive industry is a very connected network. Erik agreed and said that when he makes his routine visits to shops, he asks his past students (who are working in that shop) how things are going. As well, Erik asks the employer how the past student is performing.

Erik said that he has never had a perfect way to accomplish this requirement. Erik would like a data system that is continually updated and surveys should be sent out continually

to past students. However, this is time consuming and Erik said that his 9-10 hour work days have bigger priorities since he is both an instructor and coordinator for the program.

Further, Erik stated that, multiple times, the advisory committee approved Erik's method of follow up. And, the NATEF evaluators made no negative mark on this standard during reaccreditations.

General comments from the committee lent to endorsement of Erik's method of satisfying this requirement.

IV. Review of Curriculum

No curriculum updates since the last report/meeting.

V. Evaluation of Instruction, Tools and Equipment, and Facilities

For time, committee members agreed to inspect the lab for tools, equipment, and facilities at next year's meeting.

Erik explained the Ed Code mandates on how he is evaluated. Erik is evaluated every three years. Students, faculty, and Erik's dean participate in this process. Erik said that, as always, advisory committee members are welcome to stop by and observe either classroom or lab instruction.

Greg, a past student and now technician, explained that he was a student when I was evaluated. He liked that students have input regarding how well (or not) instructors are meeting students' needs.

VI. NATEF Reaccreditation Update

NATEF requires a full re-certification every five years. Additionally, a mid-term evaluation is required. Our mid-term evaluation should be due next year. Because the mid-term evaluation includes the advisory committee's evaluation for compliance of NATEF's standards 6-10, one of the advisory committee meetings next year will focus on this.

Greg offered to help in any way he could. Erik explained that it seems most efficient for these evaluations if committee members split up, evaluate one standard, and report back to the committee as a whole.

VII. Occupational Olympics

The Occupational Olympics steering committee will meet in December to set the date for the spring competition. Members volunteered to judge the competition.

Erik appreciated the willingness of members to help with the competition. He explained that the competition would not have the intended value for the high school participants without the continued involvement from the industry.

Meeting Adjourned at 8:45 am