Chaffey ^ College

Interior Design Advisory Board Meeting Minutes

October 25, 2018

**Board Members Present:**

Thai Pham CTE Counsellor, Chaffey College

Arcel Punsalang Arcel Design Inc., Owner

Marie Boyd Curriculum Chair, Chaffey College

Maricela Gomez Student, Chaffey College

Amanda Ortiz Student, Chaffey College

Dr. Teresa Hull Dean, Chaffey College Chino Campus and School of HFIC

Lauren Hollaway Freelance Interior Architect

Bonnie Martel Martel Interiors, Owner

Christine Phillips Educational Program Assistant, HFIC, Chaffey College

Sandra Taylor Taylor’d Design, Owner

Kathy Galipeau Associate Professor of Interior Design, Chaffey College

**Meeting Facilitator:**

Kathleen Galipeau – Associate Professor Interior Design, Chaffey College

**Welcome:**

* School of Hospitality, Fashion, Interior & Culinary Arts (HFIC)
* Introductions of new and returning board members

**Program Updates**:

* District boundaries and high school outreach – students from the ID club have been attending high school career days in the Chino/Chino Hills area to promote the Interior Design program. They would like to continue to do this and extend the outreach to other areas including Ontario, Upland and Montclair.
* Classroom updates – Strong Workforce funding was awarded to the Interior Design program. This money has been used to make improvements to the program and classroom.
  + Reversed the direction of the classroom for better flow
  + Added more tack board and white board areas to the classroom
  + New overhead document camera for large format high definition demonstration
  + Cabinets for resource library and work counter on the way
  + New custom designed desks for students and teacher – waiting for shop drawings. These will be drafting tables with a parallel ruler attached that slides away. Computers that slide down and away. These tables are also height adjustable.
  + Possible new flooring with balance of funds
* New Instructional Assistant for Interior Design - hiring is in process. This is a part time 19 hour per week position. This person will assist the instructor and also hold open lab hours so the students can get more time in the classroom.
* Curriculum Discussion/Recommendations (refer to program sheets)
  + Increased lab time for CADD and Design courses
  + Increased computer integration for existing and new courses
  + In curriculum review:
    - Increased to 40 unit ID program – which is the minimum amount of units required to sit for the IDEX exam. We would like this to begin Fall 2019.
    - New 20.5 unit Visual Communication Certificate with specific training in AutoCAD, Revit, Sketch Up, Photoshop, Illustrator and In Design types of programs.
  + New courses added:
* ID 14 - Design Fundamentals (emphasis on color)
* ID 15 - 2D Drafting is prerequisite to several design courses
* ID 26 - revised Professional Practice for Interior Designers course with portfolio development and resume writing added to this course. This has changed from two units to three units.
* ID 45 - Codes and Building Systems - this course is also required for the IDEX exam so it is really an important class for our students to take, so that they will be able to sit for this exam. Marie Boyd suggested offering this class as a non-credit course which appeals to a different type of student because non-credit classes are repeatable and there’s no fee for it. A suggestion was made to apply for scholarship money from Strong Workforce for those students who can’t afford to take the IDEX exam – the cost is $500.00.

**Discussion:**

* Should we offer more studio design courses? If yes, what topics and which courses could we eliminate? (Please refer to the AS. Degree/Transfer Pathway)
* Maricela Gomez suggested having two separate design studios, one for residential and one for commercial – currently they are combined.
* Sandra Taylor suggested more time doing “real world” applications like measuring for carpet, choosing window coverings etc.
* Lauren Holloway suggested that the above mentioned “real world” hard skills topic could fall under the Professional Practice course which could also include soft skills of how you conduct yourself with clients.
* Dr. Hull asked the students present if another class was added increasing the total units from 40 to 43 would they be open to that possibility – both students said they would take that course and stay in school longer.
* Bonnie Martel suggested adding a field trip where students could go to a home and take all the measurements that would be required of them in a “real world” situation.
* Arcel Punsalang suggested combining ID 11 & 12 (History of Architecture I/II) into one class offering and that would allow for adding another studio class without changing the total number of units from 40. This would be more in-line with what other colleges are doing.
* Sandra Taylor asked if it’s possible to have courses that are done as a specialty separate from the degree or certificate for example, *Kitchen and Bath*, *Staging,* or *Sustainable Design.* Marie Boyd clarified that “stand alone” courses get cut first in tougher economic times however, this could be a non-credit course offering or a non-credit vocational certificate. She also pointed out that non-credit courses do help grow enrollment and bring people into the paid unit courses.
* What are the industry updates & trends in the IE, our district & outlying areas?
* Arcel Punsalang shared that residential is booming with the new construction happening as well as corporate, healthcare and restaurants.
* Lauren Holloway shared that Upland Manor is developing a large assisted living facility and senior community for the aging populations.
* Bonnie Martel shared that they have been working on club houses in executive apartment buildings.
* What software knowledge is required for the profession?
  + Lauren Holloway thinks students should have a good knowledge of AutoCAD, Revit, Sketch-Up and the Adobe Suite.
* What other skills are needed for success in the profession that we may not currently be offering our students?
  + Sandra Taylor suggested soft skills including communication skills both written and verbal. Also common courtesies, professionalism and etiquette.
  + Thai Pham shared that the Career Center offers different workshops including a 21st Century Workplace Skills workshop. A Success Guide can come to the Chino Campus to present a workshop to the Interior Design students.
  + Amanda Ortiz said that a presentation workshop would help students that are shy or nervous while doing a presentation.
  + Lauren Holloway suggested that a speech class would be helpful.
  + Bonnie Martel feels that listening skills are lacking in the young people she works with.
* What qualifications are you looking for in an entry level designer/employee?
  + Arcel Punsalang shared that he feels they need more skills in the areas of computer, color and material selections.
* What are your thoughts on the term Interior Architecture? Should Chaffey be offering an Interior Architecture Program in addition to Interior Design?
  + Lauren Holloway described it as designing the inside of a space, new walls, window placement, stairs etc.
  + Sandra Taylor thinks this is something that should be offered – that knowledge of walls and interior design structure would be valuable knowledge that even she doesn’t have.

**Support Requests:**

* Recommendations for full-time classified Instructional Assistant.
* Recommendation for second full-time instructor for the program.
* Recommendations for additional part-time instructors with specialties in CADD software, Adobe Photoshop and In-Design, Kitchen and Bath Design, Commercial Design, History, Drafting, Rendering, Codes and Building Systems.
* Recommendation for a larger classroom to appropriately satisfy industry specific desks and equipment.
* Recommendation for a designated, adjacent lab/workroom/resource room typically expected in the industry where the Interior Design students can prepare projects, plot, print, and learn about industry resources and work together on collaborative projects.
* Recommendations from the board members for guest speakers who specialize in commercial projects, lighting, residential staging and industrial design to teach the CDCP (college development prep) courses.
* Request for Scholarship support from industry and professional associations for our students.
* Request for internships at commercial interior design firms or architectural firms that specialize in commercial projects.

**Equipment, Software and Subscription Requests:**

* Continued funding for Sketch-Up Pro and Podium software subscriptions yearly renewals
* Continued Autodesk Building Design Suite software on all classroom computers
* Continued Adobe Suite software for all classroom computers
* New Software 20/20 for kitchen and bath design, Chief Architect, ArchiCAD
* New Software by TechSmith: Jing, SnagIt, screencast for student and instructor use Camista studio for instructor use. (other video production and video conferencing software)
* CAD Learning annual license renewals

**Vote held to support and equipment requests:** motioned by Marie Boyd, seconded by Thai Pham, no abstainers.

**Upcoming Events:**

* Student Showcase Scheduled for Spring 2019 (May)
* Next Advisory Board Meeting Spring 2019

Minutes submitted by Christine Phillips – Educational Program Assistant, Chino Campus, Chaffey College