

**RIO HONDO COLLEGE
CAREER & TECHNICAL EDUCATION DIVISION**

**ACEDD/CAD Department
ADVISORY COMMITTEE MEETING
April 5, 2019
Meeting Minutes**

I. Call to Order

Tom Lazear called to order the meeting of the ACEDD/CAD Advisory Committee at 12:50 pm on April 5, 2019, at Rio Hondo College, Room S309.

A.) Introductions

The following persons were present:

Greg Sebourn	Stantec
Tom Lazear	Archway Systems
Nabil Zak	Utility Trailer
Bob Velarde	LACSD
Ademar Saccone	Alhambra Unified School District
Maurice Herman	JPL
Roberto Arroyo	C/A Architects
Roxann Hardy	Architects Orange
Craig Norrbom	LACSD
Paul Robich	RMCA Architects
Gary Halverson	Rio Hondo College
Sean Hughes	Rio Hondo College
Farrah Nakatani	Rio Hondo College
Warren Roberts	Rio Hondo College
Jose Milan	Baldwin Park Unified School District
Ruben Agus	Rio Hondo College
Caesar Hernandez	Rio Hondo College

B.) Approval of Minutes

Tom Lazear asked the committee to review the minutes from April 6, 2018. A motion was made by Greg Sebourn to approve the minutes as written; seconded by Warren Roberts. The minutes were approved as written by unanimous vote.

II. Purpose and Goal of the Meeting

Sean Hughes stated that the main goal of this meeting was to receive input and ideas from local industry representatives to ensure our content is up-to-date and relevant, new potential development of our programs, and approval for equipment, software purchases, etc.

III. Program Update and Proposed Needs

a.) Department Improvements

i.) Software Update:

Ruben Agus reported the updated software for the classroom has been installed and is currently in use.

- Microsoft: Upgrading to 2019 – Students receive licensing for free
- Solid Works – Using most recent version
- Staying with Adobe 2018 – 2019 version is convoluted
- Researching Solid Cam/RTS

ii.) Cloud Computing Update:

Ruben reported on the current status of Cloud development. He stated the cost of the Public Cloud to be \$75k yearly whereas the development of in-house Cloud would be a one-time fee of \$30k. Cloud system would give student access to our resources from off campus however, we would not be able to account the hours for open lab report. Students have to be physically in our facility for their lab hours to be counted inside the open lab report.

Sean Hughes motioned to proceed with the development of the private Cloud but to continue researching other options. Warren Roberts seconded the motion. The committee approve unanimously.

iii.) 3D Printing Update:

Caesar Hernandez reported on the completed 3D expansion. He stated that we have (2) printers and that the department plans to obtain a polymer printer in the future. At this time, Caesar feels the technology is lacking but will continue to research as we need to expose students to these types of rapid prototyping systems when the technology matures.

iv.) Comments/Questions:

No comments or questions

b.) Curriculum

Sean Hughes reported on the following:

- AR Sandbox for Civil now complete
- Framing model kits for architecture/construction courses complete
- “3D view” boxes complete
- Other “new project” items proposed?
 - Maurice Herman asked if any consideration had been given to the development of Augmented Reality curriculum. Robert Arroyo stated that his company recently lost a contract due to not having an Augmented Reality program.

Gary Halvorson motioned to research, pursue and possibly purchase software for Augmented Reality. Bob Velarde seconded the motion and the committee approved unanimously.

- Greg Sebourn stated that Surveying program is in need of some equipment and software.

Greg Sebourn motioned for the research and purchase of new surveying equipment and software. Roxann Hardy seconded the motion and the committee approved unanimously.

c.) Staff Development

i.) Full-time hire accomplished

Sean Hughes introduced Jose Milan as the new full time instructor replacing Jay Sunyogh starting Fall 2019.

Gary Halverson stated that the adjunct pool was increased also.

ii.) Professional Development

Sean Hughes reported on the following ongoing professional development trainings:

- Solidworks training
- AutoCAD training
- Drone piloting
- Discipline specific trainings
 - Building code updates
 - Engineering seminars

Greg Sebourn motioned for the use of Perkins funds to continue to use for staff development trainings. Paul Robich seconded and the committee approved unanimously.

d.) Department Development

i.) Degrees/Certificates/Courses

1.) New degree/certificate development complete

Sean Hughes reported that the Construction Engineering Management degree had been approved and was included in the 2018/2019 catalog addendum. Although not officially a “transfer degree”, this degree was assembled to align with the first 2 years of undergraduate coursework for the BS Construction Engineering Management at CSU Long Beach. At the time our degree was created, no other local universities had finalized their own related BS degrees.

2.) Review of existing offerings and achievement tracks (proposed)

Sean Hughes asked the committee to discuss a proposal to modify some of the existing degrees (for Civil and Architecture) and to develop several new certificates of achievement. The purpose of the degree revisions is to ensure that students are completing the appropriate courses in the area of study as offered by the Department while the purpose of the new certificates is to bundle classes to be stepping stones for long term students. The certificates would be lower unit certificates ranging from 14 to 16 units and would cover the following areas:

- Residential Design
- Architectural Drafting
- Architectural Theory and Design
- Industrial Design I
- Industrial Design II

The course listings for each of the modified degrees and new certificates was provided to each attendee (and attached to these minutes). The committee was receptive to the idea.

Sean Hughes motioned to proceed with the creation of the degree modifications and new certificates as discussed. Greg Sebourn seconded the motion and the committee unanimously approved.

3.) Revisions to existing courses (proposed)

Sean Hughes discussed revising ENGT 101, ARCH 125, CIV 140 and ENGT 200. Currently these courses are 3 unit courses. The department would like to increase the hours and units in order to allow more time to cover material. The industry advisors were in agreement.

Sean Hughes motioned to proceed with the revision of ENGT 101, ARCH 125, CIV 140 and ENGT 200 from 3 units to 4 units. Ademar Saccone seconded the motion and the committee unanimously approved.

ii.) Program Accreditation

Sean Hughes announced that the department will be pursuing ADDA Accreditation. Gary Halverson stated that even if the department does not receive accreditation it will be good to sit down and objectively look at the program as a whole - a sort of “Self Discovery”.

Sean Hughes motioned to use Perkins funding if needed to cover any costs that may be involved in the ADDA Accreditation process. Robert Velarde seconded the motion and the committee approved unanimously.

iii.) Other Related Endeavors

Sean Hughes announced that he has continued to work toward the development of Construction Management C-ID approval for the Chancellor’s Office

Sean Hughes motioned to use Perkins funding if needed to cover any costs that may be involved with C-ID approval process for Construction Management. Jose Milan seconded the motion and the committee approved unanimously.

e.) Enrollment Trends and Academic Endeavors

Sean Hughes reported that enrollment is slightly down. He also stated that the department does not offer classes during the Winter Intersession but will continue to offer summer courses. He stated that the plan is to continue to offer courses by discipline – Architecture courses on Monday/Wednesday and ENGT Tuesday/Thursday. This practice has seemed to work well for students. Sean also discussed that the department is going to continue articulation (alignment) of courses with local high schools. Currently we are offering courses at the following sites:

- Cal High
- Mark Keppel
- Montebello ATC
- Gabrielino

In addition, we looking to offer courses at Santa Fe High School.

f.) Job Placement and Internships

Sean stated that we have had continued success with student placement however the students do not follow up as they should. He said that some students go and apply but never call the employer back to find out if position is still available. He also stated that we need to develop a better way to track students. Farrah Nakatani said that the Job Developer here on campus, Aaron Perez, has told students how vital it is to have a LinkedIn account. He is trying to convey that the first thing most employers do is check your LinkedIn account to see who you are connected to. Sean then brought up the point that the students do not need to intern for credit since their focus carries such high unit degrees/CoA's but trying to convey the importance of internships gives "Real Job – Hands-on" experience sometimes does not resonate to the student. Sean then brought up the possibility of using students as departmental assistants. The industry advisors and faculty were in favor of this idea. Sean stated that funding for this could be from either Perkins or Strong Workforce.

Greg Sebourn motioned to use students as departmental assistants. Maurice Herman seconded the motion and the committee approved unanimously.

g.) Recruitment Activities

Sean Hughes reported that the Bentley Bash was a success. It was a two-day event and had a larger than normal turnout. He also reported on the CTE Open House. This event is sponsored by the CTE Department. The goal is to draw High School students and parents. Sean then asked the committee for any ideas on recruitment. Paul Robrich asked if we have hosted Job Fairs. Sean said that this is something to look into and that possibly next year we could incorporate something into the CTE Open House. Another idea was to host a High School competition. Sean said that we have the funds from Strong Workforce that could be used to host such an event.

h.) Department/Division Advertising

Sean asked the committee for any ideas on promotion/advertising. He asked members to think about it and get back to him.

Farrah Nakatani motioned to use funding from Perkins/Strong Workforce for marketing materials and department outreach. Greg Sebourn seconded and the committee unanimously approved.

IV. Adjournment

Tom Lazear adjourned the meeting at 2:37 p.m.