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# School of Career & Technical Education (CTE)

***Automotive Technology Advisory Meeting Minutes***

***June 19, 2018***

1. Call to order

Dana Friez called to order the annual meeting of the Carpentry Advisory Committee at 5:40 pm on June 19, 2018 at PCC – AA101D.

1. Introductions
* Gene Carbonaro – Dean, CTE
* Melissa Infusino – Director, Workforce Development
* Dana Friez – Workforce Development Training Manager
* Danny Tan – Faculty, Automotive Technology program
* Greg Ling – Adjunct Faculty, Advanced Transportation program
* Chris Roberson – Auto Tech Team Leader, Long Beach BMW
* Sean Gloster – Mitsubishi Motors
* Peter Nguyen – Tech Warranty Admin, Honda Motor USA
* Manuel Correa, Trans Harbor Services
* Mike Le – Genuine Parts Div Rep, Aisin World Corp of America
* Tom Paule – General Manager, Performance Plus Tires (via phone)
* Angelica Nunez – graduate, Auto Tech program / Lube Tech, Toyota Motors
* Alexis Acuna Mitchell – Student, Automotive Technology program
* Alejandro Arevendo – Student, Automotive Technology program
* Tracy Bejarano – Academic Administrative Assistant, CTE
1. Approval of minutes from last meeting

Meeting Minutes from previous meeting were unavailable.

1. Welcome and Introduction

Dana Friez thanked the industry advisors and students for coming to the meeting. Their input and approval of the changes being proposed tonight are vitally important for the revitalization of the Automotive Technology program.

Gene Carbonaro introduced himself and gave some of his background. He thanked the advisors in attendance and stated we welcome any suggestions they have for the program. The Automotive Technology program was discontinued in 2012-2013 and our new college president directed Gene to revitalize the Trades. Danny Tan has worked very hard to rewrite the curriculum and build a solid entry-level degree so students are ready for the workforce. If all goes to plan, we hope to relaunch the program in Fall 2019.

The Associates of Science degree is a combination of automotive and general education courses that allow a student to transfer to a 4-year university or to Rio Hondo Community College, who is currently offering a Bachelor’s degree in Automotive Technology. The Certificates of Achievement are 12+ units of core classes that is listed on the student’s college transcripts. The Certificate of Accomplishment is less than 12 units and is not listed on transcripts. These certificates are stackable, meaning that they can all be earned and be used to obtain employment before completing the Associate’s Degree.

In order to make room for the new program, all AMECH classes will be removed from the curriculum and will be replaced by AUTO. Note that the class numbers are aligned with ASE (Automotive Service Excellence) test numbers as we are also preparing students to take the ASE qualification exams.

1. Discussion of the A.S Degree and Certificate of Achievement in Automotive Technology

Danny Tan listed and explained the new classes:

* AUTO 200 – Introduction to Automotive Technology
* AUTO 211 – Automotive Engine Repair
* AUTO 212 – Automotive Automatic Transmission
* AUTO 213 – Automotive Manual Transmission -- (new class)
* AUTO 214 – Automotive Wheel Alignment
* AUTO 215 – Automotive Brake Systems
* AUTO 216 – Automotive Electrical Systems
* AUTO 217 – Automotive Air Condition Systems
* AUTO 218 – Automotive Fuel Systems
* AUTO 219 – Automotive Light Diesel Engines -- (new class)

The goal is that students will complete this series of classes, take the ASE exams and qualify as ASE Technicians.

Mike Le asked if there is an electrical pre-requisite before students can take AUTO 212. Danny stated that there is an electrical component in the AUTO 200 class. Mike recommended that there be some basic electrical working and safety at the beginning of the course or as a pre-requisite.

Sean Gloster asked if there is a course that goes over diagnostics codes, either as its own course or as a prerequisite. Danny stated that there is not at this time; codes are taught in several different courses.

Danny Tan stated that they are considering a special certificate for transmission repair, concentrating on basic service.

He also stated that as part of the AUTO 200 course, time is devoted to pulling diagnostics codes. Gene asked if it would be a good idea to add more instruction in basic electrical knowledge. Also, should we increase the number of hours allotted to on-board computer systems? The Advisory group agreed that both of these ideas were good.

Pete Nguyen stated that basics in electrical and diagnostics codes should be taught in several classes, repetition in order to reinforce the basic concepts.

Gene also asked how important ASE certification is in the industry. The Advisors all agreed that ASE certification is very important. Is 90 hours of lecture / lab time enough for students to gain the knowledge they need? Danny stated that we could adjust shop time depending on how well the students were grasping concepts.

In order for students to get ASE certification, they must have at least two years of work experience. Two years of college auto courses are considered equivalent to 1 year of work experience.

Peter Nguyen asked to confirm if the certificates are indeed stackable. He had an issue with this when he was a student here at LBCC. Gene stated that it is the student’s responsibility when they begin college to declare a major and academic goal. The student must declare their goal as an Associate’s Degree and they will then be able to earn the certificates as they go. Peter stated that he had an issue when he had to leave school for a semester. Gene stated that maintaining continuous enrollment is no longer an issue; the college is being much more flexible now.

Tracy Bejarano asked if current Automotive (AMECH) courses would transition into the new Automotive (AUTO) program. Gene stated that some of them will and others will be inactivated. On the new AUTO Course Outlines under Course Catalog Description, the AMECH equivalent is listed. Admissions & Records as well as Counseling will be aware and give the student credit when they apply for their degrees.

Sean Gloster asked if any of the classes prepare students for owning and running their own garage. Is there a class that addresses legal issues, CA emission standards, documentation, National Highway Safety standards, etc.? Danny stated that these areas are touched on in several classes. Melissa Infusino said this might be an opportunity to create a non-credit or community education class for those specifically interested in owning their own garage. Chris Roberson stated that correct documentation is vital for any service technician to know. Lawsuits have been won and lost based on the technician’s documentation. Danny stated that service order preparation is covered in three different classes.

***MOTION by Gene Carbonaro: Approve the A.S Degree and Certificate of Achievement in Automotive Technology.***

***APPROVED unanimously by advisory.***

1. Certificate of Accomplishment in Automotive Quick Service and Equivalent Non-Credit Courses and Certificate of Completion
* AUTO 200 (AUTO 600) – Introduction to Automotive Technology
* AUTO 201 (AUTO 601) – Automotive Lubrication Service
* AUTO 202 (AUTO 602) – Automotive Tire Service
* AUTO 203 (AUTO 603) – Automotive Brake

The 600 series are the non-credit equivalent courses for the 200 numbers listed. We are offering these non-credit courses that will be taught with the 200 number. The advantages of taking the non-credit course is that they are offered for free, introduce students to college and students earn a certificate that allows them to seek employment within just a few months. The units are not listed on college transcripts.

Students who take non-credit courses than later decide to enroll in LBCC can have the 600 courses converted to their 200 course number equivalent.

***MOTION by Danny Tan: Approve the Certificate of Accomplishment in Automotive Quick Service and Equivalent Non-Credit Courses and program.***

***APPROVED unanimously by advisory.***

1. Certificate of Achievement in Automotive Maintenance Service
* AUTO 200 – Introduction to Automotive Technology
* AUTO 214 – Automotive Wheel Alignment
* AUTO 215 – Automotive Brake Systems
* AUTO 216 – Automotive Electrical Systems
* AUTO 217 – Automotive Air Condition Systems
* AUTO 218 – Automotive Fuel Systems

***MOTION by Danny Tan: Approve the Certificate of Achievement in Automotive Maintenance Service.***

***APPROVED unanimously by advisory.***

1. Certificate of Achievement in Automotive Engine and Transmission Service
* ADMT 50 – Computer Integrated Manufacturing, Intro
* AUTO 200 – Introduction to Automotive Technology
* AUTO 201 – Automotive Lubrication Service
* AUTO 211 – Automotive Engine Repair
* AUTO 212 – Automotive Automatic Transmission
* AUTO 213 – Automotive Manual Transmission

ADMT 50 is an introduction to the basic principles and operation of machine tools with a focus on bench operations, drilling, mills, lathes, and grinding machines, progressing from conventional machine tools to computer automated machine tools.

***MOTION by Danny Tan: Approve Certificate of Achievement in Automotive Engine and Transmission Service.***

***APPROVED unanimously by advisory.***

1. Certificate of Achievement in Automotive Engine Performance Service
* AUTO 200 – Introduction to Automotive Technology
* AUTO 216 – Automotive Electrical Systems
* AUTO 218 – Automotive Fuel Systems
* AUTO 219 – Automotive Light Diesel Engines

***MOTION by Danny Tan: Approve the Certificate of Achievement in Automotive Engine Performance Service.***

***APPROVED unanimously by advisory.***

1. Uniform and Safety Requirements

Gene told the advisors how he, the new Associate Dean and Automotive instructors have toured another Automotive program and are planning to meet with Ventura College to discuss what is working in their program. Ventura has a thriving Automotive program and they may agree to help since we are not in competition with them.

One of the things that was noticed is that Automotive students are required to wear a uniform and standard safety equipment. We are considering implementing a similar practice. We will charge students a materials fee for the AUTO 200 class to purchase them a shirt and safety goggles. As they progress in the program, they will earn patches as they complete classes.

The advisors all agreed that implementing standard safety protocols now would be an excellent idea. Shops are regularly inspected and have been shut down for safety violations. It is important that the students understand upfront how important safety is for shop operations.

1. Adjournment

Dana Friez adjourned the meeting at 6:55 pm.

Minutes submitted by: Tracy Bejarano