

**Career Education Advisory Board Minutes
College of the Canyons – Automotive Technology
11/20/2019
William S. Hart Union High School District**

NAMES/ TITLES OF ADVISORY COMMITTEE MEMBERS	Name of Company, Business, College, High School and Title	Email Address	Telephone Number	ATTENDANCE Present or Absent
Chair				
Business Partners including Industry, Non-Profit and Community Based Organizations				
Dirk Aubochan	LAPD	G9546@lapd.lacity.org		
Randy Gauvin	Subaru of Sherman Oaks	randyg@casacars.com		
Sam Farah	Auto Tech/Smog Tech / Valencia Auto Performance	Bfarah1962@hotmail.com		
Antonio Maldonado	BMW/Student	antonio@maldonado@bmwna.com		
Edgar Padilla	R & S Automotive	Edgarpadilla21@yahoo.com		
John Stevenson	Service Manager / Valencia Acura	rstevenson@valenciaacura.com		
Sam Thurman	Secretary, California Region / Porsche Club of America	Sam.thurman@ca.rr.com		
Guy Tripp	President / SoCal Diesel	gtripp@socaldiesel.com		
Tracey Tripp	Vice President / SoCal Diesel	ttripp@socaldiesel.com		
Program Chair				
Gary Sornborger	Automotive Technology Department Chair / COC	Gary.sornborger@canyons.edu		
Dean				
4-year college discipline instructor(s)				
Student Representative(s)				
Michelle Gertz	Student / COC			
K12 discipline instructor(s)				

Pete Ciccone	Industrial Tech Faculty / Canyon High School	pciccon@hartdistrict.org		
Discipline faculty				
Jim Ayres	Adjunct Faculty / COC	James.ayres@canyons.edu		
Kimberly Night	Automotive Tech Faculty / COC	Kimberly.night@canyons.edu		
Steve Storey	Auto Tech Faculty/COC / Owner of Car Inspectors	sstorey@sbcglobal.net		
Parent(s)				
Counselor(s)				
Staff				
Other guest(s)				
Charles Angeles	Retired / Volunteer	Charles.angelis@compuserve.com		
Harriet Happel	Dean of Career Education / COC	Harriet.happel@canyons.edu		
Anthony Michaelides	Dean / Canyon Country Campus	Anthony.michaelides@canyons.edu		
Robert Vannix	Volunteer	bvannix@iname.com		
John Zakizadeh	Automotive Tech program / COC	jmzlosangels@gmail.com		

AGENDA

	Notes	ACTION
1. Welcome and Introductions (Director, Career and Technical Education) <ul style="list-style-type: none"> 1.1 Statement of Purpose 1.2 Review/Approval of Minutes <i>Motion to Approve the minutes of the last meeting by:</i> <i>Motion Seconded by:</i>	Meeting Commenced: 6:35PM Welcome and Introductions: All	
2. Review of Course Sequence <ul style="list-style-type: none"> 2.1 Hart District 2.2 College of the Canyons 2.3 CSU and UC Articulation 		
3. Current Status of Program (Advisory Board Chair): <ul style="list-style-type: none"> 3.1 Numbers of students <ul style="list-style-type: none"> ▪ Special Population/Non Traditional Core Indicators (Perkins) ▪ Reading proficiencies (Hart District) 3.2 Student success – completers 3.3 Student success - employment 	<ul style="list-style-type: none"> - Sam Farah was elected as Chair of the Advisory Board Committee. - A Crunch Diesel course is being offered at Pitchess Detention Center. It is a four credit class has no pre-requisites for the course. 	

3.4 Labor Market Analysis

- Job Titles
- Median Living Wage
- Validated Need for Training

3.5 Industry Certification (if applicable)

3.6 Program Accomplishments

- Fifteen students were allowed to take the course at Pitchess. Four hundred students are on the wait list.
- The attrition rate for the Crunch Diesel course is high.
- Guy Trip and Gary Sornborger built three GM Duramax engines and three stands that students can run engines on. They also built a Start Cart for the program.
- A Steering Suspension course is being offered at Canyon High School and it is a successful class. Half of the students are in high school and the other half are college students.
- The Canyon Country campus has a new Engine shop used for engines as well as a day and evening class. It will also be used to teach the Diesel course.
- The program received a twenty thousand dollar donation from the Southern California Dealers Association.
- The Automotive Tech. students will be interviewed at the L.A. Auto Show this Friday, November 22, 2019.
- Curriculum was written for a Hybrid and Electric Vehicles course. A preliminary course has begun. On-hand trainers will need to be hired and equipment needs to be purchased.
- Gary Sornborger asked the board for feedback about dropping prerequisites for several courses, as they caused barriers for students and affected enrollment.
- Student feedback was given that the prerequisites prevented him from taking a class that he needed.
- Gary suggested that the prerequisite classes should be recommended and not required.
- Kimberly Night discusses the original core classes that added prerequisites, says the instructor informed her that students will still get what they need out of the class without them.
- One modification in the catalog would be to change AUTECH 110 and AUTECH 114 to recommended prerequisites.
- John Stevenson made a motion to change the required prerequisite courses back to recommended

	<p>prerequisite courses. John from R & S Automotive seconded. All in favor.</p> <ul style="list-style-type: none"> - Kimberly asked for input from the board to change the required prerequisite courses AUTECH 116 and AUTECH 136 for AUTECH 200 to a lower prerequisite of AUTECH 114. Guy Trip made a motion to make the change, John Stevenson seconded. All in favor. - Kimberly asked for input from the board to make AUTECH 110 and AUTECH 114 the required prerequisite courses for AUTECH 190 instead of AUTECH 116 and AUTECH 136. Guy Trip made a motion to make the change, Randy Gauvin seconded. All in favor. - The Smog Tech class has not been able to draw students. Options to consider to draw more interest include lowering the price of the class and offering the class in the evening. - Promotion of the Smog Tech class via email should be a focus. - Consider free advertisement of the Smog Tech class on the Bar Website. Contact Janelle at BAR. - Kimberly asked if anyone from the board would like to sit in at the spring Accreditation meeting. - Concern was expressed about students being able to start and complete the Snap-On Certification on time, and lack of funds available for Snap-On training. - More fields trips for students was encouraged. - Gary gives the board a tour of the shop. - A metal floor drain was ordered to replace the plastic drain. - Two additional lights need to be purchased for the shop. 	
<p>4. Industry</p> <p>4.1 Review Required Skills for Competency:</p> <ul style="list-style-type: none"> ▪ Do the program completers meet the current industry standard or industry need? ▪ What curriculum modifications would you suggest to meet skill gaps? ▪ Review of Assessment Procedures ▪ What equipment/ facility needs can you identify that would better prepare students to enter your field? 	<p>-</p>	

<p>4.2 What employability skills do workers need in your field?</p> <ul style="list-style-type: none"> ▪ Able to think critically, problem-solve ▪ Able to find resources ▪ Effective interpersonal skills ▪ Communication skills - oral, written ▪ Adequate time management and organization - prioritization skills ▪ Personal qualities - professionalism ▪ Able to project manage ▪ Other? <p>4.3 What changes/ trends are occurring in the industry that will affect employer needs?</p> <p>4.4 Work-Based Learning Opportunities</p> <ul style="list-style-type: none"> ▪ Classroom visits by industry ▪ Informational Interviews ▪ Site visits/Field Trips ▪ Ride Alongs ▪ Project Based Learning ▪ Internships <p>4.5 Postsecondary Scholarship Creation</p>		
<p>5. Program plan for improvement</p> <p>5.1 Strengths of program</p> <p>5.2 Weaknesses of program</p> <p>5.3 Labor market information needed to justify new content/ courses</p> <p>5.4 Resources needed and the role of industry: (equipment/ mentoring / scholarships/ awards/ hosting field trips/ serve as a speaker at career events/ other)</p> <p>5.4 What other suggestions do you have for program improvement?</p>		
<p>Motion to Approve Course Curriculum and Continue Operation of the Program was made by:</p> <p>Motion Seconded By:</p> <p>All in favor: Yes</p> <p>All opposed:</p>		