

Date: 13 November 2018

Called to Order: 12:10pm

Industry Members in Attendance:

- Ed Lestage – RTC San Diego
- Jon Kropp – Deputy Sector Navigator
- Mike Charest – Hanson Aggregates
- Alex Olsen – Mega Machinery
- Greg Quirin – SDUSD
- Robert Hutzler – Republic Services
- Dennis Sprong – Snap On Tools
- Phil Riggs – Phone in
- Dan Fitz-Gerald – MTS
- Paul Kessel – Hawthorne
- Larry Engelbrecht – Consultant
- Carrie Stanonis – California Department of Industrial Relations, Apprenticeship Consultant
- Tricia Moore – Hanson Aggregates

College Members in Attendance:

- Jesse Lopez, Dean
- Ben Gamboa, Assoc. Dean
- Dan Willkie, Diesel Department Chair
- Gene Choe, Professor
- Laurie Vasallo-Dusa, Work Experience
- Jamie Higgins, Recording Secretary

A. Guests:

- a. Self-Introductions

B. Approval of Agenda:

- a. Motion to approve: Dennis Sprong, second: Dan Fitz-Gerald. Approved.

C. Approval of minutes:

- a. Minutes from 22 May 2018
 - i. Motion to approve: Dennis Sprong, second: Greg Quirin. Approved.

D. Brief Thank You:

- a. Dan Willkie thanked everyone for their support.

E. Reports:

- I. Budget
 - A. General: No changes, same as last year. He thinks it's in the \$16,000 window.
 - B. VTEA: \$29,000 window. Ben confirmed.
 - C. Purchased After treatment Trainer. Equipment just came in last Thursday.
- II. Student Enrollment:
 - A. Enrollment overall has been very good. Only class that was low was DT 170. Class is for 24, only got 12 people.

III. Student Employment

- i. Beta program with career services
- ii. This year working closer with Career Center. Typically students have to find their way to the Career Center. Trying something different. We're going to programs directly to connect students with jobs.
 - a. We are piloting Job speaker, an online job board that region is adopting. We are one of four pilot schools.
 - b. Opportunity for Diesel program to have better relationships with Career Center and for you to post jobs that you're offering.
 - c. More info to come.
 - d. Only have to enter jobs into one system for the entire region.
 - e. You will be the first employers to test.
 - f. If interested, we need you to email Dan who will forward to the Dean.
 - g. For those interested, instructions will be provided for creating a profile.
 - h. Carrie Stanonis asked will apprenticeships be included.
 - i. In addition to full-time and part-time jobs, system will allow us you to post apprenticeship and internship opportunities.

IV. Skills USA:

- i. Miramar College Chapter Club
 - a. We had two students compete for Diesel. Our students came in 1st and 2nd place at state level. First got invited to Nationals. We sent student to Kentucky to compete about 25 other students in June. Miramar College funded much of student's expenses and Hawthorne contributed. Student completed only halfway, but great experience.
 - b. We have five to six students in Chapter now, three of which are interested in competing.
 - c. February is the regional competition for Region 6. Every Tuesday we meet at 3pm.
 - d. The last two years our students have won the state competition.
 1. Good motivation for students.
 - e. Paul Kessel asked is there anything we can do besides bragging rights for winning state and local competitions. Interested in ways we can promote and increase student participation.
 1. We're open to any suggestions.
 2. Maybe we need to link High School chapters with college chapters.
 3. Idea to host own competition here to send the best four students to regionals.
 4. Incentives would increase participation.
 - a. Tools, guaranteed employment, etc.
 5. Hawthorne supports Skills USA in Poway and Escondido High Schools.

V. Diesel Scholarships:

- i. 2018 - 2019 Scholarships.
 - a. Have not started paperwork for applications for High Schools.
 - b. Dan needs all the active email addresses from Greg at San Diego Unified and Paul with Hawthorne at other High Schools (Poway) for who to send scholarship applications to.

- c. Number of scholarships: 10K and 5K from Caterpillar. \$10K from Hawthorne – we're breaking it into 10 - \$1K scholarships.
- d. Dan will get applications out before Christmas break.
- e. Greg Quirin asked question re: \$1,000 scholarships. Can students reapply for additional scholarships, if available?
 - 1. In the past we have not. But money has to be spent by May 22nd. So with money that has not been spent, active students can apply for mini scholarships.

VI. Workforce Grants

- i. Plan (In Process) Cummins ISL 9L diesels
 - a) We are continuing to work with Ben Gamboa.
 - b) Just started the process of purchasing them.
 - c) Should be given approval this week.

A. **New Business:**

- I. Hawthorne Apprenticeship program:
 - i. Got final approval from state to move forward. Board of Trustees has approved funding. Next step is for faculty to move the curriculum forward.
 - ii. Need to:
 - a. Complete paperwork (New program documents)
 - i) Includes:
 - 1. Approval.
 - 2. Program Documents.
 - 3. Curriculum started.
 - ii. Discussion:
 - a. Received grant from State to start apprenticeship program with Hawthorne.
 - b. Six apprentices using existing curriculum restructured to meet the work processes that Hawthorne would provide and supplemental instruction that we provide.
 - c. 4-year Diesel Tech Program.
 - d. Will be the first apprenticeship program that we manage here at Miramar. Our other apprenticeship programs are managed in tandem with City College.
 - e. Question: What's the application process? Do they have to be currently in program?
 - i. Dan: Part of this will include an outreach component. We have to reach out to young adults that are interested in working with their hands for a living.
 - ii. Carrie: If it's a single employer, it will be up to Hawthorne to get assistance to find some candidates. Hawthorne will say yes, we'll hire this person than will work with the Miramar to get them enrolled. Program can be adjusted to fit apprentices' knowledge/experience and employer's needs. Designed to assist employers with training to meet their needs and students/college to provide skills they need. If they continue to get AS or BS, satisfies course requirements.
 - iii. This is a single-employer non-union apprenticeship.
 - iv. Designed to cover all college expenses, employer pays wage and workers comp.

- v. Curriculum is currently geared towards a Yellow Iron Mechanic (Heavy Equipment). Once started, curriculum can be modified.
 - 1. Want curriculum to provide what employers need.
 - 2. Don't want to exclude other needs/areas.
- vi. Explain the elective courses.
 - 1. Example: When we get program started, instead of an undercarriage class, we could put in a steering suspension and driveline class.
- vii. What about basic grammar and writing?
 - 1. Minimum requirements is a Certificate of Achievement (certified Diesel Mechanic) that can become an AS degree.
 - 2. Program will support whatever path they choose.
 - 3. Digital literacy is a need.
 - 4. We encourage them to get the AS. Get the other skills to be a supervisor or own business.
 - 5. The state encourages that all apprenticeship programs contain a customer service class. Have the apprentices present to the committee every 6 months and reiterate what they've learned. Suggest they take a PowerPoint or basic speech class. All those are built into our general ed.

iii. Motion to approve: Ed Lestage, second: Tricia Moore. Approved.

II. AED certification:

i. Overall:

- a. Plenty of hours in program. Meet more than minimum.
 - i. Minor adjustments to lab sheets:
 - 1. Add Complaint, Cause, and Correction.
 - 2. Other minor tweaks. Such as company mission state, purpose of what they do, etc.
- b. Curriculum adjustment:
 - i. Need a hydrostat hydraulics class: DT- 202, and need an advance electronics class: DT-145.
 - ii. The Course numbers have been created.
 - iii. Make room for significant curriculum adjustments.
 - iv. They may need to be optional courses. There are equipment needs. (Phil by phone)
 - v. What hurts us the most is cost of Hydraulic training equipment.
 - vi. Paul provided update: Hawthorne had hoped to get used excavators to use as hydraulic trainers, but was unable to.
- c. Equipment to support new courses.
- d. Discussion:
 - i. Phil reported on benefits of becoming an AED certified program. All graduates will take the AED technical assessment, provides program benchmarking.
 - ii. Dan thinks it enhances the program and good for the graduates.
 - iii. Any paper you can add to what you're offering now, would make graduates stand out.
 - iv. How it compares with other certifications. AED vs. NATF.
 - v. Is AED certification something we want to move forward on?

ii. Motion to approve: Paul Kessel. Second: Dennis Sprong. Approved.

- III. Adjuncts to teach Diesel:
 - i. Gene and I are limited by how many classes they can teach by their union contracts.
 - ii. In order to offer the same amount of classes, they need to hire more adjuncts to fill in gaps.
 - iii. We have three adjunct instructors. Dan
 - iv. Looking for more adjuncts, particularly to teach during the day or Saturdays.
 - v. Skilled technician and temperament to teach.

- IV. Student Alumni success stories:
 - i. Presentation about alumni engagement activities.
 - ii. Discover Your Drive San Diego Unified High School recruitment event. 125 students attended.
 - iii. Hawthorne offered to bring the BBQ truck, machinery, and simulators for next event.
 - iv. We can also use event to promote the apprenticeship program.
 - v. Online alumni success recommendation form.
 - vi. Seeking feedback on form
 - vii. Help identifying successful alumni

- V. Next Semester Courses (now enrolling):
 - i. We are offering day engine courses in the evening.
 - ii. Went over course offerings for spring 2019.
 - iii. If you know of students that are attending for first time, let us know.
 - a. For unmatriculated students and students with Bachelor's degrees -- we can help students at the program level.

- I. Discuss Curriculum:
 - i. Reviewing diesel curriculum. 2 year will start soon.
 - ii. They have not received notification yet of NATF Review. They are about a year behind Automotive. Should be around this time next year.
 - iii. New courses needed?
 - 1. Hydrostat hydraulics course. (DT-202)
 - 2. Advanced electronics course, all diagnostic. (DT-145)
 - iv. New certificates needed?
 - i. They are already doing federal certification for A/C.
 - ii. Offer brake certification? Online course for brake certification. Airbrake requirement - self-study course Bendix
 - iii. Offer Hazmat training? Using SP2 for that and reinforce in the classroom.
 - iv. Are we still interested in having an advanced electronics course?
 - v. Electronics: controls all levels of control over fuel control.
 - vi. We need your input on how many hours: It could be a 67 hour class. Needs to include trouble shooting and problem solving.
 - vii. Ed said diagnostic aids, techs are lacking critical thinking skills and ability to think outside the box.
 - viii. Ed suggested a Triage certificate in tandem with electronics course towards the dealership.
 - ix. Welding is part of the real world. Carries said that there are welding facilities that are available through other apprenticeship programs. Continuing Ed also has welding facilities.

- x. In the real world, the basics welding would be okay.
- xi. Email Dan or Gene what skills you want them to have. Which techniques and certs.

- II. Evening Degree?
No discussion.

B. Open Discussion

- I. Something fun that he wanted to share.
- II. Jim Louis' (former instructor) wife is giving Dan a toolbox for a needy student. Not an A or F student but one that needs it and is about to go into the industry.

C. Work Experience

- I. Laurie Vasallo-Dusa, Work Experience Coordinator introduced herself and talked about the Work Experience course.
 - i. It's a work-based, applied learning course. Students receive GE credit from work experience towards Associate's Degree.
 - ii. It is a semester-long course and it is repeatable.
 - iii. She needs an agreement with industry partners to participate.
 - iv. Her meetings with industry partners are brief.
 - v. She has been approached by students that would like to receive work experience credit.
 - vi. She will share her info via email.

D. Program Needs:

- I. Hydraulic Training boards.
- II. Computer controlled hydrostat machine, skid steer
- III. Trucks, Class 6 or greater with Hydraulic Brakes (NATEF Requirement).
- IV. 2007 or newer diesel engines (Detroit Diesel, Cummins).

B. Next Meeting (tentative); Mar/April 2019

End time: 2:03pm