

NORCO COLLEGE

Applied Technologies and Apprenticeships Department
Meeting Minutes

Tuesday, September 17, 2024

12:50-1:50pm

Join from

PC: <https://cccconfer.zoom.us/j/2047921856?pwd=bTQ3WmVhWXpqdjMxa3pMdHNkZXR3dz09> (Links to an external site.)Links to an external site.

Password: ncc-manu

In Attendance: Farshid Mirzaei, Paul Van Hulle, Khosrow Rad, and Jim Thomas

Guest: Stephanie Karnes, and Alexzander Lesueur,

Department Members Not Present: None

1. Call to Order:
 - a. Approval of May minutes (Motioned Jim, Seconded Farshid, Approved all)
2. Cap events
 - a. Our first cap event online Thursday 12:50-1:50, September 19th in room ATEC 109 Will any of us attend? Farshid and Paul. Presented by Mr. Helms
 - b. <https://rccd-edu.zoom.us/j/96514772194>
 - c. CAP event Zoom link at 12:50 to 1:50 Thursday: <https://rccd-edu.zoom.us/j/96514772194>
3. College and career night
 - a. Stephnie talked about College and Career night September 19th, 5:00-7:00 at the Palm Pathway
4. Perkins
 - a. We have official results.
 - b. Paul and Rad have quotes and Paul's request is in process of being purchased
5. Alex:
 - a. Alex is working to contact many of our students about student services
6. Stephanie:
 - a. Saturday October 5th, CTE only with the high schoolers and middle schoolers 9:-12:
 - b. Left over dog tags, **need more** mini version of the CTE tour of the CACT, 45 students. 10:00-12:00 campus tour, tour of game development. Friday October 18th. Paul can be there if Claude will be able to teach class.
7. Paul will bring a boy scout type (Troops of St. George) group on March 8th 2025 to tour the CACT lab if it is still there and the move has not yet started.
8. Moving the CACT building

9. Action Items:

a. Curriculum:

i. Certificate proposals

1. Control Systems Certificate (Motioned Farshid, Seconded Jim, Approved all)

ii. New courses

1. MAN 15 - Industry 4.0 Total Productive Maintenance (Motioned Farshid, Seconded Jim, Approved all)
2. MAN 27 - Variable Frequency Drive Systems (Motioned Farshid, Seconded Jim, Approved all)
3. MAN 33 - Programmable Controller Troubleshooting 1 (Motioned Farshid, Seconded Jim, Approved all)

iii. Course updates

1. MAN/ELE 73 – Electric motors and transformers (Motioned Farshid, Seconded Jim, Approved all)
2. ELE/ELC 75 – Solid state devices and lighting controls (Motioned Farshid, Seconded Jim, Approved all)
3. ELE 77 – Electrical theory for electricians (Motioned Farshid, Seconded Jim, Approved all)

10. Cross listings

11. Rocketry club

- a. As a group we plan on spending on group 2-3 hours.
- b. :30 min to one hour

12. Tutoring and TA issues for discussion. Farshid

- a. The problem is 4th week is not soon enough
- b. Students need tutors help to log in to Canvas
- c. Scheduling for tutors

13. Election of Paul Van Hulle to the curriculum committee

- a. (Motioned Farshid, Seconded Rad, Approved all)

14. Discussion Items

15. Spring Schedule

16. Area Updates:

- i. College Council (Paul)
- ii. Academic Planning Chairs (Paul)
- iii. Academic Senate (Jim)
- iv. Curriculum Committee (Paul)
- v. Distance Education (no one)
- vi. Diversity, equity and inclusion (Farshid)
- vii. Library (Rad)
- viii. Norco Assessment (no one)
- ix. Program Review
- x. Marketing
- xi. Teaching and Learning
- xii. CTE/Perkins (Rad)
- xiii. Professional development
- xiv. Phoenix Scholars

- xv. District Study Abroad
- xvi. Racial Justice Task force
- xvii. LGBTQ committee
- xviii. CMAC
- xix. Makers' lab (Rad and Farshid)
- xx. Rocket club (Paul and Rad)

17. Good of the order

18. Adjournment 1:54pm

Next meeting

Every third Tuesday of the month during college hour

Need to add Sean, Stephanie, Paula and Alexander to our meeting invites.

October 15, 2024