

Meeting Minutes

Subject	Antelope Valley College Advisory Committee	Date	1/19/2011
Facilitator	Kevin Mawhorter	Time	6:30pm – 9:00pm
Location	Building TE-6 Room 171	Scribe	
Attendees	Name, E-mail address, Phone Number, Business, Attendees Title		
David Adams	eightadans@hotmail.com , 661-942-9538, Adams metallizing, Owner/Operator		
Roy Cook	Service@hunterdodge.com , 661-948-8411, Hunter Dodge, Service Manager		
John Mawhorter	JohnMawhorter@yahoo.com , 661-948-8411, Hunter Dodge, Auto Technician/Instructor		
Rudy Gutierrez	supernexman@verison.net , 661-726-7675, Auto Pros II, Owner/Operator		
Mark Hartmann	Mark8217@sbcglobal.net , 661-538-4553, Automotive Instructor (AVC)		
Rick Engstrom	rengstrom@avhsd.org , 718-3100-ext. 405, Automotive High School Instructor (QHHS)		
Rod Sproule	Chevyhotrod57@juno.com , 661-9920396, Student, (AVC)		
Clarke Stephens	Menzopg4242@yahoo.com , 661-269-6300, Student, (AVC)		
Gene Callaway	Juaquinmuletta@Juno.com , 661-754-0346, Student, (AVC)		
Margaret Drake	m Drake@avc.edu , 661-722-6300, Dean Technical Education (AVC)		
Chuck Capsel	ccapsel@avc.edu , 661-722-6300, Automotive Instructor (AVC)		
Leo McConnell	LLLlionheart@yahoo.com , 661-810-2625, Automotive Technician/Instructor (AVC)		
Bruce Shanks	Bruce.shanks@charter.net , 661-816-1954, Automotive Technician/Instructor (AVC)		

Key Points Discussed		
No.	Topic	Highlights
1.	Degrees and Certificates Programs	<ul style="list-style-type: none"> a. Program overview, two certificate programs, enrollment and completion of courses b. Importance of the advisory committee and why it is needed c. Review curriculum and discuss need changes. d. Recommended changes will be discussed at our next meeting in June of 2011. All attendees will be given a copy of all the automotive programs course outline of record. e. Curriculum to include pre testing, basic math skills, work ethics, real world situations including hands on training. f. Feedback from business that hire graduates.
2.	Articulation Agreement	<ul style="list-style-type: none"> a. High school program directly related to auto 100 and auto 101. b. Antelope Valley College automotive departments continued involvement in the tech prop program at Quartz Hill High School. c. Automotive Career Day April 13th 2011. Adding a heavy weight class to valve cover race.

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3.	Program Changes	<ul style="list-style-type: none"> a. No new course offered at this time due to budget concerns. b. Management course still under advisement c. Basic electronics training d. Hybrid course e. Diesel course
4.	Tool, Equipment and Facility Upgrades	<ul style="list-style-type: none"> a. Can bus trainer b. Late model drive train components needed to keep curriculum current c. Audio visual upgrades d. Computer lab with dato software installed from Delmar publishing.
5.	Automotive Budget	<ul style="list-style-type: none"> a. Over the past two years, budget cuts have limited growth and class offerings. b. More cuts may be necessary in the near future that will directly affect the automotive department c. Overall cuts in the range of 10-15% may be necessary
6.	Instructors	<ul style="list-style-type: none"> a. Need for second full time instructor b. Build pool of adjunct instructors c. Job requirements for adjunct position
7.	Training Materials, Donations	<ul style="list-style-type: none"> a. Service information b. OBD II vehicles, CAN bus vehicles c. Transmissions d. Engines e. Technical training materials f. Computer Based Training (Auto dealers) g. Donations through the foundation and tax deductible

No.	Action Item(s)	Target Date
1.	Committee to review COR's and make suggestions at the next meeting	6/2011
2.	Meet with local high schools to discuss auto career day	
3.	Submit for Carl Perkins Funding for needed program improvement	4/1/2011
4.	Committee suggested to meet more frequently, two or three times per year	

Adjournment: 8:35

Minutes submitted by: Kevin Mawhorter