

## Meeting Minutes

<b>Subject</b>	<b>Antelope Valley College Advisory Committee</b>	<b>Date</b>	<b>1/19/2011</b>
<b>Facilitator</b>	Kevin Mawhorter	<b>Time</b>	6:30pm – 9:00pm
<b>Location</b>	Building TE-6 Room 171	<b>Scribe</b>	
<b>Attendees</b>	Name, E-mail address, Phone Number, Business, Attendees Title		
<b>David Adams</b>	eightadans@hotmail.com, 661-942-9538, Adams metallizing, Owner/Operator		
<b>Roy Cook</b>	Service@hunterdodge.com, 661-948-8411, Hunter Dodge, Service Manager		
<b>John Mawhorter</b>	JohnMawhorter@yahoo.com, 661-948-8411, Hunter Dodge, Auto Technician/Instructor		
<b>Rudy Gutierrez</b>	supernexman@verison.net, 661-726-7675, Auto Pros II, Owner/Operator		
<b>Mark Hartmann</b>	Mark8217@sbcglobal.net, 661-538-4553, Automotive Instructor (AVC)		
<b>Rick Engstrom</b>	rengstrom@avhsd.org, 718-3100-ext. 405, Automotive High School Instructor (QHHS)		
<b>Rod Sproule</b>	Chevyhotrod57@juno.com, 661-9920396, Student, (AVC)		
<b>Clarke Stephens</b>	Menzopg4242@yahoo.com. 661269-6300, Student, (AVC)		
<b>Gene Callaway</b>	Juaquinmulietta@Juno.com, 661-754-0346, Student, (AVC)		
<b>Margaret Drake</b>	mdrake@avc.edu, 661-722-6300, Dean Technical Education (AVC)		
<b>Chuck Capsel</b>	ccapsel@avc.edu, 661-722-6300, Automotive Instructor (AVC)		
<b>Leo McConnell</b>	LLLLionheart@yahoo.com, 661-810-2625, Automotive Technician/Instructor (AVC)		
<b>Bruce Shanks</b>	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"> <li>a. Program overview, two certificate programs, enrollment and completion of courses</li> <li>b. Importance of the advisory committee and why it is needed</li> <li>c. Review curriculum and discuss need changes.</li> <li>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.</li> <li>e. Curriculum to include pre testing, basic math skills, work ethics, real world situations including hands on training.</li> <li>f. Feedback from business that hire graduates.</li> </ul>
2.	Articulation Agreement	<ul style="list-style-type: none"> <li>a. High school program directly related to auto 100 and auto 101.</li> <li>b. Antelope Valley College automotive departments continued involvement in the tech prop program at Quartz Hill High School.</li> <li>c. Automotive Career Day April 13<sup>th</sup> 2011. Adding a heavy weight class to valve cover race.</li> </ul>

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

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