

Rio Hondo College Health Science Division
Associate Degree Nursing and Vocational Nursing Programs
Advisory Board Meeting
April 20, 2010

Attendance:

Community Members:

Angela Cheung, El Monte Adult School
Patti Nogueda, White Memorial Medical Center
Randi Katz, Presbyterian Intercommunity Hospital
Reanna Thompson, Presbyterian Intercommunity Hospital
Karen Profeta, Presbyterian Intercommunity Hospital
Jeanette Wehrberg, Presbyterian Intercommunity Hospital
Ilene Frost, Arcadia Methodist Hospital
June Belling-Sullivan, Beverly Hospital
Maria Walker, Beverly Hospital
Leslie Neuman, Children's Hospital LA
Suzy Kyurkchyan, Kaiser Permanente

Rio Hondo College Staff:

Connie Austin, Dean Health Science Division, Director ADN and VN Programs
Pam Boyd, Nursing Faculty
Kathy Hannah, Nursing Faculty
Shari Herzfeld, Nursing Faculty
Katherin Brandt, Nursing Faculty
Katherine Lopez, Nursing Faculty
Karen Gottlieb, Nursing Faculty
Patti Luna, Nursing Faculty
Gail Modyman, Nursing Faculty
Catherine Page, Nursing Faculty
Lydia Zeigler, Nursing Faculty
Kendra Seiler, Nursing Faculty
Suzanne Tang, Nursing Faculty
Aimee Ortiz, Adjunct faculty
Mike Slavich, dean of Career technology

Andi Halminski, VN Student Representative

Approval of Minutes

Minutes from April 21, 2009 were approved with the following correction: regarding El Monte Adult School, change to 200 students applied with 30 students in the program.

Program Update – Dean Connie Austin

- 1) Please complete the facility contact sheet with updated information
- 2) Please complete the employer survey for feedback to assist our evaluation process
- 3) Current student status
 - a. 18 Acute CNA students
 - b. 17 Home Health Aide students
 - c. CNA applicants 60 applied and 30 accepted for next course
 - d. 41 VN students for fall 2010 semester
 - e. 31 VN grads in May 2010
 - f. 108 ADN students - class 2012
 - g. 104 ADN grads – class of 2010
 - h. 71 ADN students – class 2011
 - i. 27 VN to ADN students for summer – class of 2011
- 4) The state budget crunch has affected some classes on campus, however the nursing department had not had to cut any classes or clinical rotations

- 5) RHORC – Regional Health Occupations Resource Center is a statewide program designed to help schools and hospitals to collaborate for nursing education. RHC has pending approval for a liaison position to assist RHORC growth in LA County under guidance with the Orange County /Inland Empire office. It plans to be in effect starting July 1, 2010.
- 6) A new building for regional simulation center and RHC nursing program continues in negotiations. The RHC Foundation is coordinating the process to create opportunities for collaboration between area nursing schools, hospital nursing staff annual competencies and allied health programs for training and simulation experiences. The proposed site hopes to be in the Whittier area. The blue prints are in process and available for review with Dean Austin.
- 7) Preceptor Program – the preceptor experience continues for ten – 12 hr shifts with a one-on-one experience for the student with a staff nurse in the clinical setting. RHC has a BRN approved CEU training program for the staff nurse preceptors. It is a self learning module online course. The nursing department continues to have difficulty in finding nurse preceptors at the facilities.
- 8) BRN visit- The BRN visit was in February 2010 with 3 areas of noncompliance noted and already corrected: a) the overall program evaluation process has been revised b) the preceptor training course was revised and c) the division philosophy was revised. There was one area of noncompliance that remains uncorrected at this time regarding the Dean position to evaluate fulltime tenured faculty. The issue is a contractual issue with the RHC faculty Association and proceedings are underway for correction.
- 9) Men in Nursing- there is a national organization (AAMN) which focus is on men in nursing geared to the male nursing student. RHC started the A local southern California chapter was started under the guidance of nursing faculty, Patti Luna. It explores and discusses the cultural differences in the nursing setting regarding the gender issue. Currently RHC has 23% male students in our program. They are working on getting the male gender present in the nursing textbooks and printed materials.
- 10) CCPS – RHC will not continue using the Clinical Computerized Placement System for scheduling of clinical rotations. All hospital represented in the meeting are not using CCPS while White memorial will remain in the system.
- 11) VN students in acute care clinical setting our VN students are not allowed into the acute care clinical setting. Trends in the VN nursing industry were discussed. Several options were offered: close the program, cut numbers down in half and find placements in the outpatient setting. RHC faculty will discuss the VN issues with this input. Many hospitals present do not hire Vocational nurses so will not offer a VN clinical rotation. RHC is committed to the current 41 – VN class of 2011 and will keep the program as usual for them until other options are explored. The VN student representative stated that many VN students see the VN program and license as a stepping stone into the RN program. The program will need to find alternative setting for the OB/PEDS course. The VN students will lack acute care experience when they enter the second year transition course. The transition course will need to expand to include this knowledge. Barlow Hospital, located in PIH was suggested for VN clinical. It was expressed that the needs in the community have changed and why prepare them for jobs in acute care when there are no jobs in that setting.
- 12) Admission criteria – the criteria for admission is criteria based from the state Chancellor’s office that evaluates college GPA, core science GPA and other items.

ROUND TABLE DISCUSSION

PIH – R. Thompson- expressed concerns that new graduates seem to lack a solid understanding of their scope of practice and their role in the team experience as a registered nurse. New graduates need to be leaders using effective delegation of care with strong communication skills to manage and coordinate patient care. The new graduate needs to know the boundaries and responsibilities of the RN and speak up as the advocate for safe and prudent nursing care. J. Wehrberg- expressed how important accountability to the hospital policies is for the new graduate nurse. It is problematic for their new experiences to be influenced by the poor habits of others on the healthcare team. The new nurse needs courage to stand up for what is the correct nursing practice of care, don’t settle for sloppy care and demonstrate professionalism and respect for standards of nursing practice. Their new nurse orientation program is 8-10-12 weeks depending on the students and the assigned unit. J. Wehrberg-

stated that new graduate nurse who have not found work and finally find a job come with “rusty” skills and need extrat support to bring them back up to the acceptable level of care. It was suggested for RHC to offer a refresher course to help keep their skills current.

WHITE MEMORIAL - P. Nogueta – stated the differences between ADN, BSN and MSN nursing students. The Versant residency program has been a positive experience and is 18 weeks long. The lack of professionalism is a problem with student not being flexible with scheduling and communiation among other staff members.

CHILDREN’S LA – L. Neuman shared that they only hire BSN students but will not be changing any clinical rotations and will continue to have ADN students in their facility.

Connie shared about Assembly Bill 2400 that is a pilot program investigating the possibility for community colleges to offer BSN programs. RHC will reopen the partnership with Cal State Dominguez Hills to facilitate our students for advanced nursing education.

ARCADIA METHODIST – I. Frost shared that new nurses are lacking in the critical thinking process, poor work ethic and professionalism. The students come with an attitude of entitlement that is very difficult in the acute care setting.

KAISER – S. Kyurkchyan asked if RHC will offer any classes for the OR nurse position. RHC does not have this course but it is offered at APU, MTSAC, and CSULA.

Dean Mike Slavich shared the role of the Perkins grant funding in education. A motion was made to approve \$15,000 for nursing faculty development. This was approved.

Next meeting will be April 19, 2011 at Kaiser Downey Medical Center.
Respectfully submitted, Pam Boyd

**RIO HONDO AUTOMOTIVE TECHNOLOGY
ADVISORY COMMITTEE MEETING
Thursday, June 20, 2013
3:30-4:30 PM
RIO HONDO COLLEGE**

MINUTES

I. Call to order

Drew Balandis, Chair of the committee welcomed everyone to the Rio Hondo College Advisory Meeting.

A. Roll call

Introductions were conducted and served as roll call. The following persons were present:

Carl Anderson	Keith Malone
Drew Balandis	Brian Stranahan
Tom Wright	Ron Canzoneri
John Frala	Mike Slavich
Steve Tomory	Chris Eldridge
Maura Murabito	David Lindy
Joe Alio	Virgil Seaman
Mike Dighera	Tom Wright
	Jack Crawley

B. Approval of Last Meeting Minutes dated April 25, 2012:

- Steve Tomory made a motion to accept the minutes as written. John Frala seconded the motion. A vote was taken and the minutes were unanimously accepted as written.

II. Program Update:

A. NATEF Recertification

- Steve Tomory announced that the Rio Hondo NATEF recertification process has been completed and the program is certified in two major areas; General Automotive and Alternative Fuels programs, and the Honda PACT program. He also explained that the next time, in 5 years, they will be held to a new standard by NATEF.
- Steve discussed the new ASE certification for auto maintenance and light service. Jack Crawley expressed issues with the new ASE certification and the length that it is good for before the need for renewal.

C. El Monte High School

- Steve Tomory mentioned that, although in the recent past, Rio Hondo has been offering automotive classes at El Monte High School we have had to cease doing so because of the budget cuts. We hope to re-offer them in the future as the budget allows.

D. WIP Grant Planned Activities

- Steve Tomory reported that the main objective of the WIP Grant is to bridge the gap between Middle School students, High School students, and Community College students by providing a pathway through CTE.
- One method of doing so is exposing the young adult learners in Small Engine Technology.
- Rio Hondo has been involved with donations of engines and curriculum to several schools and CTE programs throughout the State of California.
- Rio Hondo will be conducting a Summer Academy for Middle School students on campus in July, in which a Small Engine Technology module will be taught. This will be the third such offering. This year we expect 200 middle school students.

E. Smog Program Changes

- Due to all the hardware and software changes that have been made by the Bureau of Automotive Repair it is necessary for Rio Hondo College to update our curriculum in the Smog Program. The changes to the smog testing rules will begin next year and in the interim Rio Hondo as well as the referee station will be preparing by installing new equipment and software.

F. New Vehicles

- Steve announced that although we have not acquired new vehicles via ownership we have received vehicles through various entities as a loan for training purposes. We have received two Volkswagen Passats for three years, a Honda EV and natural gas vehicle and Toyota Prius. We will be holding a train the trainer for the Toyota Prius on July 26 and 27.

G. Review 2012/2013 ATTE Final Report

- Steve explained that although we are considered a non-funded ATTE Center we have been working to contribute to the outcomes of the grant we were not awarded.

H. EWD Grant Submittals

- Rio Hondo College submitted five grants and we're awarded two of them. We lost out on the Regional Consortium Grant, the Sector Navigator Automotive/Alt Fuels and the Deputy Sector Automotive/Alt Fuels grants. We did receive the Nursing and Energy grants.

I. Curriculum

- Steve explained that years ago there were prerequisites in place for the intermediate and advanced courses. There was a point in time when they removed all the prerequisites as it was difficult to fill the classes but now they are finding that students who have not taken earlier courses that are recommended are holding the whole class back so the instructor can play catch up with them. Mike Slavich also explained that getting the appropriate paperwork signed and to admissions and records can be challenging. Chris Eldridge suggested that the instructor have a standing "test out" day and always keep this time open in case a student wants to test out of a course. It was agreed this was a good idea.

- Steve announced to the group that all the new Certificate of Achievements have gone through the Chancellor's office and have been approved except for one which should be approved soon.
- Due to the changes in Smog Testing Steve believes that the current curriculum should be updated to show those changes. It was moved by Virgil Seaman to update the Smog Check Technician Training curriculum. Joe Alio 2nd the motion. A vote was taken and it was unanimous.

J. Placement/CWE

- Michael Dighera spoke about Cooperative Work Experience (CWE) courses and how hard it was to place students as each business is looking for something different in an entry level technician. It was suggested that a list of attributes and skills be created as a check off list for employers to fill out to help identify the right student for the job. The Chris Eldridge requested that such a list be put together and sent to out to the members for feedback and review. He also mentioned that the students complete a resume that can be viewed by any potential employer and that the students should be drug tested in advance.

III. Program Improvement/Industry Input:

A. Recruitment

- Maura Murabito from Tri-Cities ROP announced that she is looking for 1 full time auto instructor and 2 automotive aides. She passed out job information to everyone in the group.

II. Conclusion and Adjournment

A. The next Advisory Committee meeting is scheduled for October 10, 2013 to be held at Rio Hondo College for 8:00 am.

B. Meeting adjourned at 9:40 a.m.

Rio Hondo College
Career Technical Education Division
Architectural, Civil, Engineering Design Drafting & CAD/GIS Program
ADVISORY COMMITTEE MEETING
Friday April 19, 2013 8:30 – 10:30 am

AGENDA

I. Call to Order & Introduction

- A. Welcome, Introductions and Refreshments
- B. Approval of April 2012 Minutes
- C. Purpose and Goal
- D. State of College and Career Technical Education Division

II. Program Update & Improvement

- A. Facility – Lab improvements
- B. Enrollment Trends – Fall, Spring, & Summer
- C. Job Placements - Good News, 14 new job placements this semester
- D. Recruitment Activities – Open House, Career Days, Counseling Presentations
- E. Program Curriculum Review – A.S. Degrees & Certificates
 - 1. Curriculum Updates -
 - a. CIV 140 now part of “Core” requiring all students both degree and certificate to take one semester of “Civil”
 - b. CTE division is now being allowed to develop an Engineering Transfer Degree (still officially part of Math and Science) two courses to be taught in the fall, ENGT 138 Introduction to Engineering and ENGR 235 Statics. Development of Dynamics course and a Materials course are underway
 - c. State will no longer allow a course to be repeatable, program created “non-credit” courses to allow for retraining
 - d. Student Learning Outcomes (SLO’s) being rewritten to match current expectations for college WASC accreditation
 - e. New GIS Certificate of Achievement
 - f. No more “Electives” All courses must be part of a degree or certificate
 - 1) Architecture degree being reworked to accommodate ARCH 261 second level REVIT course and ENGT 280 second level MicroStation course
 - 2) Engineering Design (Mechanical) degree and Certificate being rewritten to accommodate piping ENGT 265 and ENGT 266 courses.
 - 3) New “Landscape” Degree and Certificate to be developed
 - 2. Learning Communities
 - 3. Student Internships - Update and partnership opportunities
 - 4. ASEA Student Club - Participation and activities
 - 5. Articulation Agreements – Local High Schools and Universities
- F. Program Needs: Immediate and Long Term –
 - 1. Facility / Labs - Carpet and Chairs needing replacement
 - 2. New Equipment - Perkins
 - 3. Software License Maintenance - Donations
 - 4. Hardware Maintenance

III. Industry Input: Assessment and Recommendations

- A. Current Program & Facility
- B. Industry Trends & Current Job Market / Placement
- C. Entry-level Manual Drafting and CAD Skills – 2D & 3D
- D. Additional Desirable Skills for Advancement
- E. Partnerships (Software Licenses/Internships)
- F. Other Suggestions, Concerns, and Issues

IV. Next Meeting

- A. Date
- B. Location

Rio Hondo College
Career Technical Education Division
Architectural, Civil, Engineering Design Drafting & CAD/GIS Program

ADVISORY COMMITTEE MEETING

Friday April 6, 2012

8:30 – 10:30 am

AGENDA

- I. Call to Order & Introduction**
 - A. Welcome, Introductions and Refreshments
 - B. Approval of April 2011 Minutes
 - C. Purpose and Goal
 - D. State of College and Career Technical Education Division

- II. Program Update & Improvement**
 - A. Facility – Lab improvements
 - B. Enrollment Trends – Fall, Spring, & Summer
 - C. Recruitment Activities – Open House, Career Days, Counseling Presentations
 - D. Program Curriculum Review – A.S. Degrees & Certificates
 - Curriculum Updates
 - Addition of three new advanced courses in Revit Architecture, Landscape Architecture, and Architectural Design Studio
 - Learning Communities
 - Student Internships
 - ASEA Student Club participation and activities
 - E. Articulation Agreements – Local High Schools and Universities
 - F. Program Needs: Immediate and Long Term –
 - Facility – Labs
 - New Equipment
 - Software License Maintenance
 - Hardware Maintenance

- III. Industry Input: Assessment and Recommendations**
 - A. Current Program & Facility
 - B. Industry Trends & Current Job Market / Placement
 - C. Entry-level Manual Drafting and CAD Skills – 2D & 3D
 - D. Additional Desirable Skills for Advancement
 - E. Partnerships (Software Licenses/Internships)
 - F. Other Suggestions, Concerns, and Issues

- IV. Next Meeting**
 - A. Date
 - B. Location

Rio Hondo College
Career Technical Education Division
Architectural, Civil, Engineering Design Drafting & CAD Program

ADVISORY COMMITTEE MEETING

Friday April 8, 2011

8:30 – 10:30 am

AGENDA

- I. Call to Order**
 - A. Welcome, Introductions and Refreshments
 - B. Approval of April 2010 Minutes
 - C. Purpose & Goal
 - D. State of College and Career Technical Education Division

- II. Update of Program**
 - A. New Facility – Lab improvements and refurbishing
 - B. Enrollment Trends – Fall, Spring, & Summer
 - C. Recruitment Activities – Open House / Career Days, Counseling 101 and 151 presentations
 - D. Program Curriculum Review – A.S. Degrees & Certificates
 - Curriculum Updates
 - Internships
 - Addition of Revit Architecture, Bentley Architecture, In Roads, Civil 3D Curriculum and Landscape Architecture
 - E. Articulation Agreements – Local High Schools and Universities
 - F. Program Needs: Immediate & Long Term – Facility, Budget & Software/Hardware Maintenance
 - G. Perkins funds – New Perkins requirement regarding Professional Organization Affiliation & required unit plan information
 - Perkins work plan and activities
 - New equipment and proposed additions
 - ASEA Student Club participation and activities
 - Current Learning Communities
 - New Alumni Group “Rio CAD/BIM” blog
 - Future Program Enhancements (Engineering & Center of Excellence)

- III. Industry Input: Assessment and Recommendations**
 - A. Current Program & Facility
 - B. Industry Trends & Current Job Market / Placement
 - C. Entry-level Manual Drafting and CAD Skills – 2D & 3D
 - D. Additional Desirable Skills for Advancement
 - E. Partnerships (Software Licenses/Internships)
 - F. Other Suggestions, Concerns, and Issues

- IV. Next Meeting**
 - A. Date
 - B. Location



DRAFTING TECHNOLOGY

Advisory Committee Meeting

Friday, April 24, 2009

8:30 - 11:00 a.m.

S309

Attending:

Jay Sunyogh, Gary Halvorson, Ed Gonzalez, Warren Roberts; Roxann Hardy; Tony Nosrat, Haig Demergian, Patrick Wong, Nabil Zaki, Greg Hamann, Dave Vasquez, Bob Velarde, Eric Nielsen, Edward Rickter' Rupa Purasinghe, Javier Jimenez, David Dawson

Call To Order

Ed Gonzalez welcomed everyone and thanked them for coming. He passed out the minutes from the previous meeting for review. There were introductions around the room.

The minutes from the last meeting were distributed for review and accepted. Bob Velarde moved to accept the minutes as read and Nabil Zaki 2nd. Motion was passed.

Roxann Hardy was chosen as chair to facilitate the meeting.

Purpose & Goal:

Ed discussed the purpose and goals of having an advisory committee meeting. He explained that the key element is to have input from industry regarding what jobs are out there and what do we need to do to prepare our students for these job markets. It is necessary to have at least one meeting a year as provided by Title V.

Update of Program:

A. Facility:

Gary advised the group that there was discussion at the last meeting of acquiring new drafting tables that would incorporate computers still leaving room on the table for traditional drawing. After much research it was decided that it would be more cost effective to have the old drafting tables refurbished. This project is going out to bid.

B. Enrollment Trends:

Gary advised the group that during economic times such as the one we are experiencing tends to increase enrollment. All 101 classes are maxed out and enrollment is up. Civil courses are still on the low side and Gary asked the group to tell everyone they know about our Civil program. He explains that students are advised of the Civil program and are encouraged to take Civil classes as the field of Architecture is flooded. Summer courses have been moved to a later date to accommodate high school students.

C. Recruitment Activities:

Gary discussed recruitment activities that will/have been conducted as follows:

High School Contest

High School Visitations/Career Days

Workshops

Counseling 101 and 151 presentations

Gary explained that besides the usual forms of recruitment they have sent out information to math and science teachers at the local high schools who don't have drafting classes. Patrick Wong stated that his company did not hire some engineering majors specifically because they had no drafting experience. Ed is also teaming up with MESA (Math, Engineering, Science Achievement) to inform students of their opportunities. Nabil Zaki suggested using Twitter or other social networking to get information out. Greg Hamano told the group that Berkley is offering free classes on You-Tube. Patrick Wong believes this discussion should be for a sub-committee to offer suggestions on other mediums of advertisement.

D. Career Days/Counseling 101 & 151 Presentations:

Gary announced that they have reached and presented information at all counseling 101 & 151 classes which is a great campus recruitment tool. They are also doing career days @ the high schools, and participating in the High School Information days on campus.

E. Program Curriculum Review - A.S., Degrees & Certificates:

Gary explained that they have been seriously looking at the program. He announced some new areas being offered such as Animation and Landscape Architecture.

Gary introduced David Dawson, our new full time Animation faculty. He explained that David's salary is being split between Arts and CTE. David has been busy writing new curriculum and revising old curriculum. David talked about his new gaming course and what he sees in the future.

Warren talked to the group about his new landscape architecture courses and his plans for certificates and degrees in the future. He has contacted two other potential faculty and curriculum advisors from CSUP Landscape Architecture. Warren distributed a tentative landscape architecture course list including existing classes and proposed courses yet to be developed and submitted to curriculum.

Gary discussed the departments plans to create an Engineering transfer degree. He said they are working closely with Cal Poly and Cal State L.A. They are also working with Rio Hondo's Math and Science division as engineering is currently their domain. They are also discussing electro-mechanical circuit boards and packaging.

The department is looking to offer all classes as both credit and non-credit. They are working on Solidworks DRAF 270, Inventor DRAF 250 and Land 095. All five Civil courses are cross listed.

F. Articulation Agreements:

Drafting has a healthy relationship with the local high schools, Cal Poly and articulation. They are currently working with Cal State L.A. to articulate course for students to transfer.

G. Program Needs: Immediate & Long Term - Facility, Budget & Software/Hardware Maintenance:

Gary explained that due to the automotive remodel the drafting department will be gaining a new shared classroom with all new equipment (computers, projector, server, switches, wiring, etc.).

H. VTEA Funds-New Perkins IV:

This grant has new requirements regarding Professional Organization Affiliation & Required unit plan information. The application package is almost complete. These monies off set cost in software, training, and conferences.

I. Addition of Revit Architecture Curriculum, Digital Media & Landscape Architecture:

Gary announced the use of the new program Revit coming to the program. Jay has taken sabbatical this last year in order to be trained on this program.

Industry Assessment and Input:

A. Current Program & Facility:

Jay explained the current funds by the district is \$25,000.00 for software upgrades. He explains that we only have 25 licenses for 25 stations which means that if we run two classes we are out of license. There are also costs for GIS/ESRI to be considered. Roxann Hardy suggested a \$10,000.00 dollar increase to the software budget be considered. The group unanimously agreed.

Bob Velarde is talking to the County of Los Angeles and W. Parsons about an in kind contribution for new software.

The group discussed Farm Work Stations which centrally stores information in one place with multiple work stations. It was agreed that this was still too new and is not good for high end graphic cards.

It was recommended by the committee that all drafting computers be rotated out every three years. It was noted that Cal Poly rotates a minimum of every three years.

B. Industry Trends & Current Job Market/Placement:

The committee believes that the drafting department is on target and suggests adding "LEED Accreditation" and Leadership Energy. Building with LEED certification are awarded "green awards" and obtain benefits. Reference to LEED certification is found at http://www.nrdc.org/building_green/leed.asp. The group recommended short training for professionals and/or a course or mention in the curriculum of LEED certification.

C. Entry-level Manual Drafting and CAD Skills-2D & 3D:

The question was asked if basic drawing should be continued considering all of the new computer programs. It was unanimous that manual drawing

is still a critical to know in the field. It was recommended that the program stay as is.

D. Additional Desirable Skills for Advancement:

There is a need for presentation skills. US Green Building was suggested for one or two classes regarding "Lead" can be no credit but must have special focus.

E. Partnerships & Internships-Faculty & Students:

Internship with sanitation department is successful. Request for other opportunities was requested.

F. Other Suggestions, Concerns, and Issues:

There is a need for a plumbing engineering program. There is none in the U.S. that focuses on plumbing, water, drainage and gas.

There was a request for short term training for professionals to be online for their convenience.

Dave Vasquez requested a news letter to keep everyone updated.

Warren Roberts wants to put together a special advisory group for Landscape Architecture, it was suggested that a special advisory group meet to discuss plumbing drafting and electrical mechanical/printed circuit board design.

Greg Humano of Archway Systems in Huntington Beach (a Bentley Systems Authorized Dealer & CAD Trainer) announced on behalf of Tom Lazear, President of Archway, that the ACEDD-GIS Program at R.H.C. has met and exceeded all the requirements to be approved and recognized by the US CAD Society. Tom Lazear is also the President of the US CAD Society - a national organization for professionals using computer assisted drafting and/or design technology in the AEC and Manufacturing / Engineering Design Industry. In 2007 US CAD Society also recognized Professor Jay Sunyogh and the ACEDD-GIS Program with the National Leadership Award for the program's community outreach efforts hosting the annual High School Drafting / CAD / GIS Technology Contest.

Meeting adjourned at 10:50 am.

Next meeting date still to be determined.

**HONDA PACT ADVISORY COMMITTEE MEETING
NORM REEVES HONDA Buena Park
THURSDAY, NOVEMBER 10, 2011**

MINUTES

I. Call to order

Mike Slavich called to order the regular meeting of the Honda PACT Advisory Committee on November 10, 2011 at the offices of Honda of Buena Park.

A. Roll call

Introductions were conducted and served as roll call. The following persons were present:

Jeff Norton	Honda of Buena Park
Brandon Shimizu	American Honda Motor Co.
Dave Oler	Community Honda
John Frala	Rio Hondo College
Steve Tomory	Rio Hondo College
Michael Dighera	Rio Hondo College
Mike Slavich	Rio Hondo College

II. Approval of Minutes from Last Meeting

- Michael Dighera made a motion to approve the minutes of October 14, 2010. John Frala seconded the motion. A vote was taken and the minutes were unanimously approved.
- Michael Dighera gave a short report of results that occurred at the previous meeting. He explained the discussion regarding the eligibility of 2 year students entering the training center due to the 3 year requirement. Michael stated that the issue was resolved and the 2 year student can enter the training center on a case to case basis.

III. Program Update

- Mike Dighera accounted for 14 students in the program. He will be losing 11 in spring with 9 students headed toward graduation. When finished with the auto portion of their studies they will be 100% self-study. He also announced the 3 of the students did not have their DPS number due to the lack of quick service certifications.
- Mike Dighera handed out a flier for the Summer offering of AUTO 102, Introduction to Honda/Acura Service and Repair. He explained that the class was going to be offered to all students interested and not just Honda PACT students. He asked if the dealers could send any potential employees/students

who need Honda training. He also let them know that AUTO 102 is a transferable course. Mike Slavich told the group that it would cost approximately \$150.00 for the class.

- Brandon Shimizu stated that Honda will apply certification credits. They will give credit for courses completed. Jeff Norton agreed that credit as you go is the best way to go. Brandon also informed the group that Honda was more interested in completer's of courses rather than degrees. The modules should be completed as you go. It was agreed that the PACT Programs should give more certificates.
- Dighera announced that he has the tools and equipment for the transmission (automatic/manual) and will seek to get it approved by the Training Center for module certification. Mike Slavich stated this would be completed in January 2012.
- Mike Slavich announced that the Cooperative Work Experience (CWE) program is now able to offer unpaid hours for units. He passed out the CWE packets for review. He explained that workers compensation insurance would be covered and the benefits of having students come to the dealerships to work. The student will get real life experience and the employer gets to try out the worker before actually offering him a job. No strings attached.
- Mike Slavich informed the group that Rio Hondo has maintained the same level of class offerings and department budget in the mist of this economic crisis.

IV. Program Improvement/Dealer Input:

Jeff Norton suggested that the students get more soft skills. They need to know how to dress for an interview. They have trouble filling out an application. They need to come to the interview confident, not cocky. If he were to call and inform the program coordinator that he was in need of a technician and the coordinator had 3 he could recommend he believes that the PACT program coordinator should come down to the dealership with the students for the interview. He also would like to talk to the instructor regarding the students he is interviewing to give insight.

David Oler wanted to know what kind of training the students get with regard to the speed taken to complete a job. Mike Dighera said he puts them through as fast a pace as possible.

V. Conclusion:

The next meeting will be in mid April. The meeting ended at 12:50 pm.

**HONDA PACT ADVISORY COMMITTEE MEETING
NORM REEVES HONDA WEST COVINA
THURSDAY, OCTOBER 14, 2010**

MINUTES

I. Call to order

John Frala called to order the regular meeting of the Honda PACT Advisory Committee on October 14, 2010 at the offices of Norm Reeves Honda West Covina. Chris Barthel of Norm Reeves Honda also welcomed everyone for coming to the new West Covina facility.

A. Roll call

Introductions were conducted and served as roll call. The following persons were present:

Brandon Shimizu	American Honda Motor Co.
Patrick Garcia	American Honda Motor Co.
Linda Sharp	Sierra Honda
Mike Monell	Norm Reeves Honda
Joe Pack	Norm Reeves Honda
Chris Barthel	Norm Reeves Honda
Mark Reppert	Honda World
Dave Oler	Community Honda
Ayeme Shiau	L & T Japanese Auto
Scott Loveless	Nelson Honda
John Molina Jr.	Diamond Honda
Jeanne Brewer	Acura of Glendale
John Frala	Rio Hondo College
Steve Tomory	Rio Hondo College
Michael Dighera	Rio Hondo College
Mike Slavich	Rio Hondo College

II. Approval of Minutes from Last Meeting

- Patrick Garcia made a motion to approve the minutes of March 18, 2010. Brandon Shimizu seconded the motion. A vote was taken and the minutes were unanimously approved.

III. Program Update

- A. PACT 09-10 students
- a. Student employability
 - 12 employable
 - b. Enrollment numbers
 - 18 students enrolled in Fall

- c. Skill Levels
 - No experience – Desire to work
 - Dedicated with good attitude
 - Proficient with precision tools
 - Proficient with DVOM and Electrical concepts
 - Proficient for codes and simple data with scan tool
 - Working at repair orders and with ISIS
 - 90% accuracy at express service
- B. Curriculum & Class Rescheduling
- a. PACT AS degree
 - Chancellor's office is review our proposal.
 - b. Class Schedule
 - Made changes for a 16 week schedule
 - c. Curriculum
 - AUTO 160 – Only teach to extent to send to outsource. Technicians recognized as good content.
 - Inferior machine practice
 - Identify systems
 - Pressure test top conceptualize pressure head.
 - Scott Loveless had question on machine
 - Discussed AUTO 125 content
 - Scott Loveless asked about what level is a graduate from the program Repair and/or above.
 - Linda Sharpe suggested shortening the 3.5 year requirement to match the 2 year timeframe
 - Brandon Shimizu said Honda is currently looking at streamlining the process
 - Chris Henna commentated that beginning techs need to be streamlined into other situations other than changing oil
 - Electrical emphasis for diagnosis more valuable
 - Certificates for modules 3 years? Eligible? Look into PACT program
 - Grad – Why set out for 1 year? Motion made for 3 years time to training center and relay to students
 - d. Student assessment
 - Honda training modules
 1. 3 tests per semester (no more)
 2. 1 practical to 3
 3. Need more practical
 - e. Student tracking
 - Critiques and comments from dealers
 - 1 a year
- C. Enrollment status and projections
- a. Eight to ten per semester
 - b. Maintaining 16-18 units per semester.

- c. Year behind – teach together?
- d. Graduates every year.
- D. Recruiting strategies
 - a. Focus was on Orange County Area. To recruit students for PACT program.
 - b. Focus now to be on local area and feeder schools
 - c. Put countertop recruitment tool in dealer shops (Honda/Acura)
- E. NATEF mid-year review
 - a. End of 2012
 - b. Two programs up for review 3 months apart
 - Generic/Alt Fuels
 - Honda
 - c. Requesting Dealer support to look at paperwork

IV. Automotive Program (Remodel)

- A. Honda Building/ Lab
 - a. Can be a mini training center
 - b. Original Plan - Honda was offering Rio Hondo as a training center
 - c. Stand alone
- B. Rio Hondo new tool and equipment purchases
 - a. Stocked
 - b. Waiting to validate priority for smaller tools
 - c. Planning Open House in January
- C. Fiscal Budget
 - a. Cuts expected

V. Discussion

- A. Dealer involvement and participation
 - a. Requesting Dealer help
 - Job Shadow at Nelson Honda possibility
 - Scott Loveless stated students can observe during the day at Nelson Honda dealership.
- B. Employee retention
 - a. No discussion
- C. Warranty part acquisitions
 - a. Honda gave the okay to donate parts not used
 - b. Mike Dighera will send email to all dealers asking for a wish list
- D. Internships – John Frala
 - a. Get students involved for scholarships. Foothill WIB
 - b. \$150,000 to give Federal-WIBs
 - c. Handouts passed out with information
 - Free of charge 12 weeks – No cost contract
 - W/C and liability
 - Tools and toolbox given to student
 - Call John to discuss
 - Understand dealer experience

VI. Recommendations from Dealer Community

A. Email any recommendations to Mike Dighera at mdighera@riohondo.edu

VII. Dealer Visitations

- Will conduct Conference Call instead of gathering for the Spring Advisory Meeting. Information to be determined.
- Carson Honda and Gardena Honda volunteered to host future meetings.

VIII. Updates from Industry

- See Section V. Discussion

IX. Adjournment

- Tour of Norm Reeves Facility was conducted for anyone interested



GEOGRAPHIC INFORMATION SYSTEMS

Advisory Committee Meeting

Friday, March 11, 2011

1:30 - 3:30 p.m.

T143

Attending:

Warren Roberts, Carlos Hernandez, Fred Dominguez, Gary Mendez, Alan Bediamol, Douglas Morales, Jonathon Corbridge, John R. Bennett, Gary Black, Jon Gipson, Della Robertson, Nancy Miller, Dominique Evans-Bye, Veronica Rojas, Todd Shattuck, David Kerr, Victor Laveaga, Jennifer Fernandez, Tracy Rickman, Jennifer Schottke, Tom Patterson, Mike Slavich, Ruben Agus

Call To Order 1:33 pm

Welcome/Introductions:

Veronica Rojas, chaired the meeting, welcomed everyone and thanked them for coming. She went through the handouts and gave an outline of the courses offered at Rio Hondo. There were introductions around the room.

Minutes from Last Years Meeting:

The minutes from the last meeting were reviewed. Joe Bennett moved for approval of the last meetings minutes. Dominique Escobar seconded the motion. A vote was taken and passed unanimously.

Purpose & Goals:

Mike Slavich explained that the purpose and goals of having an Advisory Committee meeting are directly related to the application for federal vocational grant funds. It is a requirement that anyone applying for Perkins IV funds need to meet with industry for recommendations and advice as to what is needed in a future employee following their education. We need to know what the real world is like in order to better serve our students and the community they enter into.

He also explained the Perkins funds are given to improve or expand programs only. These funds are not used to maintain a program as that is the job of the institution. He also warned that due to the economy there is a higher accountability and less funds being distributed.

Update of Program:

Warren talked about the program and classes we offer. GIS has been added to the degree/certificate programs of Administration of Justice, Marketing, Logistics, Civil Drafting, and Environmental Technology. He advised the group of the new classroom and updated software being used.

Warren advised that GIS courses are offered both on ground and on-line. He explained that he promotes on and off campus. He holds a GIS Day on campus and visits high schools and four year institutions. He talks to counselors both in the high schools and on campus to keep them updated with the program.

Ruben Agus presented a PowerPoint presentation showing how the students in on-line classes can access software for the class without having to come on campus. He developed a way for this offsite connection after continually running into obstacles with loading software onto student lap tops and computers. Most students do not have the memory on their personal computers to handle the software needed for GIS or other Drafting software. He developed a way to the students to log on to a desktop computer on campus that can be read by both IBM and Machintosh.

He explains that there are challenges he is facing having the students access the software off campus such as:

- Limited Network (outside campus)
- Software Licensing issues for the likes of:
 - Microsoft
 - ESRI
 - Auto Desk
- As well as Campus Network Security

He is hoping that soon this will all be coming from the main server on campus and that we can over come some of the challenges as listed above.

New Course/Program Development:

Tracy Rickman talked about including GIS into the Fire Academy's curriculum. A GIS All Risk Incident Management and Planning handout was presented showing six core classes totaling 14 units with specialized areas each totaling between 17 and 18 units each.

It was suggested that the specialized areas be grouped into two packages covering Fire and Natural Disasters/Weapons of Mass Destruction/Hazardous Waste. Mike said that due to the unit amount it either needs to be repackaged or sent to the State for approval. Jennifer Fernandez said there is a clear demand for Municipal Fire, ESRI Municipal Fire and National Public Safety. Having a GIS background would be most helpful and highly marketable.

Based on the comments Tracy is going to take a second look at the proposed curriculum and will report again.

Doug Morales discussed the need of GIS and Public health. He suggested that some areas of interest would be Biology and Psychology as some of the student population will enter into the area of research and GIS would be of great assistance in that area. Of course Nursing is just a given.

It was also brought up that a Project Management course or program would be beneficial and should be looked into.

Recommendations:

For the benefit of applying for Perkins IV funding the following items were moved and voted on:

- A motion was made to further develop the "Cloud" for access to software for on-line students by Jennifer Schottle. It was seconded by Jonathon Corbridge. A vote was taken and it passed unanimously.
- A motion was made to expand the GIS equipment to include the proposed growth of GIS into the Fire Academy Program by Tracy Rickman. It was seconded by Jonathon Corbridge. A vote was taken and it passed unanimously.

Next Meeting:

The next meeting was proposed for Thursday, March 15, 2012. Further information will be sent closer to the meeting date.

The meeting adjourned at 3:20 pm

