

**RIO HONDO COLLEGE  
CAREER & TECHNICAL EDUCATION DIVISION**

**ACEDD/CAD Department  
ADVISORY COMMITTEE MEETING  
April 5, 2019  
Meeting Minutes**

**I. Call to Order**

Tom Lazear called to order the meeting of the ACEDD/CAD Advisory Committee at 12:50 pm on April 5, 2019, at Rio Hondo College, Room S309.

A.) Introductions

The following persons were present:

Greg Sebourn	Stantec
Tom Lazear	Archway Systems
Nabil Zaki	Utility Trailer
Bob Velarde	LACSD
Ademar Saccone	Alhambra Unified School District
Maurice Herman	JPL
Roberto Arroyo	C/A Architects
Roxann Hardy	Architects Orange
Craig Norrbom	LACSD
Paul Robich	RMCA Architects
Gary Halverson	Rio Hondo College
Sean Hughes	Rio Hondo College
Farrah Nakatani	Rio Hondo College
Warren Roberts	Rio Hondo College
Jose Milan	Baldwin Park Unified School District
Ruben Agus	Rio Hondo College
Caesar Hernandez	Rio Hondo College

B.) Approval of Minutes

Tom Lazear asked the committee to review the minutes from April 6, 2018. A motion was made by Greg Sebourn to approve the minutes as written; seconded by Warren Roberts. The minutes were approved as written by unanimous vote.

**II. Purpose and Goal of the Meeting**

Sean Hughes stated that the main goal of this meeting was to receive input and ideas from local industry representatives to ensure our content is up-to-date and relevant, new potential development of our programs, and approval for equipment, software purchases, etc.

### III. Program Update and Proposed Needs

#### a.) Department Improvements

##### i.) Software Update:

Ruben Agus reported the updated software for the classroom has been installed and is currently in use.

- Microsoft: Upgrading to 2019 – Students receive licensing for free
- Solid Works – Using most recent version
- Staying with Adobe 2018 – 2019 version is convoluted
- Researching Solid Cam/RTS

##### ii.) Cloud Computing Update:

Ruben reported on the current status of Cloud development. He stated the cost of the Public Cloud to be \$75k yearly whereas the development of in-house Cloud would be a one-time fee of \$30k. Cloud system would give student access to our resources from off campus however, we would not be able to account the hours for open lab report. Students have to be physically in our facility for their lab hours to be counted inside the open lab report.

*Sean Hughes motioned to proceed with the development of the private Cloud but to continue researching other options. Warren Roberts seconded the motion. The committee approved unanimously.*

##### iii.) 3D Printing Update:

Caesar Hernandez reported on the completed 3D expansion. He stated that we have (2) printers and that the department plans to obtain a polymer printer in the future. At this time, Caesar feels the technology is lacking but will continue to research as we need to expose students to these types of rapid prototyping systems when the technology matures.

##### iv.) Comments/Questions:

No comments or questions

#### b.) Curriculum

Sean Hughes reported on the following:

- AR Sandbox for Civil now complete
- Framing model kits for architecture/construction courses complete
- “3D view” boxes complete
- Other “new project” items proposed?
  - Maurice Herman asked if any consideration had been given to the development of Augmented Reality curriculum. Robert Arroyo stated that his company recently lost a contract due to not having an Augmented Reality program.

*Gary Halvorson motioned to research, pursue and possibly purchase software for Augmented Reality. Bob Velarde seconded the motion and the committee approved unanimously.*

- Greg Sebourn stated that Surveying program is in need of some equipment and software.

*Greg Sebourn motioned for the research and purchase of new surveying equipment and software. Roxann Hardy seconded the motion and the committee approved unanimously.*

c.) Staff Development

i.) Full-time hire accomplished

Sean Hughes introduced Jose Milan as the new full time instructor replacing Jay Sunyogh starting Fall 2019.

Gary Halverson stated that the adjunct pool was increased also.

ii.) Professional Development

Sean Hughes reported on the following ongoing professional development trainings:

- Solidworks training
- AutoCAD training
- Drone piloting
- Discipline specific trainings
  - Building code updates
  - Engineering seminars

*Greg Sebourn motioned for the use of Perkins funds to continue to use for staff development trainings. Paul Robich seconded and the committee approved unanimously.*

d.) Department Development

i.) Degrees/Certificates/Courses

1.) New degree/certificate development complete

Sean Hughes reported that the Construction Engineering Management degree had been approved and was included in the 2018/2019 catalog addendum. Although not officially a “transfer degree”, this degree was assembled to align with the first 2 years of undergraduate coursework for the BS Construction Engineering Management at CSU Long Beach. At the time our degree was created, no other local universities had finalized their own related BS degrees.

2.) Review of existing offerings and achievement tracks (proposed)

Sean Hughes asked the committee to discuss a proposal to modify some of the existing degrees (for Civil and Architecture) and to develop several new certificates of achievement. The purpose of the degree revisions is to ensure that students are completing the appropriate courses in the area of study as offered by the Department while the purpose of the new certificates is to bundle classes to be stepping stones for long term students. The certificates would be lower unit certificates ranging from 14 to 16 units and would cover the following areas:

- Residential Design
- Architectural Drafting
- Architectural Theory and Design
- Industrial Design I
- Industrial Design II

The course listings for each of the modified degrees and new certificates was provided to each attendee (and attached to these minutes). The committee was receptive to the idea.

*Sean Hughes motioned to proceed with the creation of the degree modifications and new certificates as discussed. Greg Sebourn seconded the motion and the committee unanimously approved.*

3.) Revisions to existing courses (proposed)

Sean Hughes discussed revising ENGT 101, ARCH 125, CIV 140 and ENGT 200. Currently these courses are 3 unit courses. The department would like to increase the hours and units in order to allow more time to cover material. The industry advisors were in agreement.

*Sean Hughes motioned to proceed with the revision of ENGT 101, ARCH 125, CIV 140 and ENGT 200 from 3 units to 4 units. Ademar Saccone seconded the motion and the committee unanimously approved.*

ii.) Program Accreditation

Sean Hughes announced that the department will be pursuing ADDA Accreditation. Gary Halverson stated that even if the department does not receive accreditation it will be good to sit down and objectively look at the program as a whole - a sort of “Self Discovery”.

*Sean Hughes motioned to use Perkins funding if needed to cover any costs that may be involved in the ADDA Accreditation process. Robert Velarde seconded the motion and the committee approved unanimously.*

iii.) Other Related Endeavors

Sean Hughes announced that he has continued to work toward the development of Construction Management C-ID approval for the Chancellor’s Office

*Sean Hughes motioned to use Perkins funding if needed to cover any costs that may be involved with C-ID approval process for Construction Management. Jose Milan seconded the motion and the committee approved unanimously.*

e.) Enrollment Trends and Academic Endeavors

Sean Hughes reported that enrollment is slightly down. He also stated that the department does not offer classes during the Winter Intersession but will continue to offer summer courses. He stated that the plan is to continue to offer courses by discipline – Architecture courses on Monday/Wednesday and ENGT Tuesday/Thursday. This practice has seemed to work well for students. Sean also discussed that the department is going to continue articulation (alignment) of courses with local high schools. Currently we are offering courses at the following sites:

- Cal High
- Mark Keppel
- Montebello ATC
- Gabrielino

In addition, we looking to offer courses at Santa Fe High School.

f.) Job Placement and Internships

Sean stated that we have had continued success with student placement however the students do not follow up as they should. He said that some students go and apply but never call the employer back to find out if position is still available. He also stated that we need to develop a better way to track students. Farrah Nakatani said that the Job Developer here on campus, Aaron Perez, has told students how vital it is to have a LinkedIn account. He is trying to convey that the first thing most employers do is check your LinkedIn account to see who you are connected to. Sean then brought up the point that the students do not need to intern for credit since their focus carries such high unit degrees/CoA's but trying to convey the importance of internships gives "Real Job – Hands-on" experience sometimes does not resonate to the student. Sean then brought up the possibility of using students as departmental assistants. The industry advisors and faculty were in favor of this idea. Sean stated that funding for this could be from either Perkins or Strong Workforce.

*Greg Sebourn motioned to use students as departmental assistants. Maurice Herman seconded the motion and the committee approved unanimously.*

g.) Recruitment Activities

Sean Hughes reported that the Bentley Bash was a success. It was a two-day event and had a larger than normal turnout. He also reported on the CTE Open House. This event is sponsored by the CTE Department. The goal is to draw High School students and parents. Sean then asked the committee for any ideas on recruitment. Paul Robrich asked if we have hosted Job Fairs. Sean said that this is something to look into and that possibly next year we could incorporate something into the CTE Open House. Another idea was to host a High School competition. Sean said that we have the funds from Strong Workforce that could be used to host such an event.

h.) Department/Division Advertising

Sean asked the committee for any ideas on promotion/advertising. He asked members to think about it and get back to him.

*Farrah Nakatani motioned to use funding from Perkins/Strong Workforce for marketing materials and department outreach. Greg Sebourn seconded and the committee unanimously approved.*

**IV. Adjournment**

Tom Lazear adjourned the meeting at 2:37 p.m.

# **GEOGRAPHIC INFORMATION SYSTEMS**

GIS Advisory Committee Meeting

Tuesday, April 21, 2020 12:00 p.m. - 1:30 p.m.

Zoom Virtual Meeting



## **Attending:**

Angie Saldivar, Mike Slavich, Warren Roberts, Sean Christian, Farrah Nakatani, Steve Steinberg, Scott Winslow, Jose Millan, William Chesher, Richard Fields, Roger Flores, Nick Franchino, Jon Gin, Rene Gonzales, Joseph Kerski, Steven Steinberg, Shelia Steinberg, Scott Winslow, Angad Singh

## **Call To Order 12:05 pm**

### **Welcome/Introductions:**

The meeting was called to order by William Chesher. There were introductions. The agenda for the meeting was emailed to those in attendance earlier in the morning and can be viewed at the following link <https://tinyurl.com/y8xky44o>

### **Minutes from Last Years Meeting:**

The minutes from the last year's meeting were reviewed resulting in the following motions:

William Chesher moved to accept the April 23, 2019 minutes as written. Angie Saldivar 2<sup>nd</sup> the motion. A vote was taken, and it was unanimous.

### **Update of Program:**

Warren gave an update on enrollment trends in the program. He wanted the group to know that many of his students work for LA County. Most of his students, 55%, have degrees from other institutions and most are employed. He spoke of the new degree and he should have graduates in the next year

or two. He stated the during this difficult time his lab tech, Ruben Agus, has set up remote labs for the students.

Warren explained to the group that he wanted to make some minor changes to his certificate for the reason 50% of students have CAD experience and frequently students are in industries where CAD is not used (public safety, public health, biology). Mike Slavich asked if this would change the number of units. He would like it to read as follows:

#### Required Courses

- GIS 120
- GIS 220
- GIS 221
- AND one of the following:
  - ENGT 150 or ENGT 170 or GIS 280

Furthermore, an additional request was made by warren to add three additional elective courses to the existing three:

- GIS 222
- GIS 150
- GIS 130

This will permit student to select an industry focus. Shelia Steinberg motioned to accept the changes, Nick Franchino 2<sup>nd</sup> the motion, the vote was unanimous.

Warren told the group that he visits industry, four-year institutions and high schools to market his program and gain knowledge regarding the industry and what other schools are looking for. He is very active on social media and attends conferences to make sure Rio Hondo is out there. He also expressed a desire to partner with William Chesher who runs the Business Academy at Santa Fe High School.

As Warren Roberts prepares for next year's request for Perkins funding, he would like to ask for funds to cover the cost for professional development (Esri/CalGIS/GeoDesign/GIS Day/Interdone/Drone Seminar for Women). He also stated that he would like to replace drones and update software. He would like to replace the existing drone hardware 2 of which are not operating with new units with safer and latest features including the MavicPro, The Phantom IV and Fixed Wing. Additional request by instructor Sean Christian was made for the Ground Control 'Propellor' survey mats (the same used by county), software updates and additional funds to reimburse faculty for passing FAA107 exam. Steven Steinberg stated that they believed that professional development could be reallocated towards other items such as virtual training given the current travel restrictions. Jon Gin moved to pursue Perkins funding for hardware and software and professional development. Warren 2<sup>nd</sup> and the vote was unanimous.

Joseph Kerski stated he is so happy to see all the support that this program is getting. Good to see the Dean so involved.

Jon Gin would like to see an elective for fire. He asked Warren to get with Angie Saldivar for assistance in developing an Incident Mapping Course (required of GISers at large fires).

The meeting adjourned at 1:14 pm



**RIO HONDO COLLEGE  
CAREER & TECHNICAL EDUCATION DIVISION**

**HEAVY EQUIPMENT TECHNOLOGY PROGRAM (HET)  
ADVISORY COMMITTEE MEETING**

**October 2, 2020**

**Meeting Minutes**

**I. Call to Order:**

The meeting was called to order by Drew Balandis at 9:05 am.

**A. Welcome & Introductions**

The following persons were present via Zoom:

Drew Balandis	Southwest Wear Parts
Brent Litjen	Fed Ex
Jay Nossett	City of Whittier
Ladd Blakely	Coast Line
Lisa Lewenberg	Rio Hondo College
Marius Dornean	Rio Hondo College
Aaron Perez	Rio Hondo College
Mike Slavich	Rio Hondo College
Claudia Romo	Rio Hondo College

**B. Approval of Minutes**

Drew asked the committee to review the minutes from May, 2020. Jay Nossett moved that the minutes be approved as written. Brent Litjen 2<sup>nd</sup> the motion. The minutes were approved as written by unanimous vote.

**II. Program Update:**

**A. Brief Status Report of the Program**

Marius Dornean reported to the committee the class results for the following semesters:

Spring 2020 Student Grades: The following courses switched from in-person to online 4-30-2020. Everyone worked double time during spring break in order to create online courses.

HET 121 – Intro to heavy equipment maintenance – Monday morning

Pass (7) – 30% (Grade of C or better)

a. Excused Withdrawal (15) – 66% some students were not prepared to go online facing wifi and computer issues

b. Drop (5)

HET 122 – Intro to heavy equipment electrical – Wednesday morning

a. Pass (5) – 28% (Grade of C or better)

b. Fail (1) – 6%

c. Excused Withdrawal (9) – 50%

d. Drop (3) – 16%

HET 123 – Intro to heavy equipment mobile hydraulics – Monday night

- a. Pass (15) - 56% (Grade of C or better)
  - b. Fail (2) - 7%
  - c. Excused Withdrawal (3) – 11%
  - d. Drop (7) – 26%
- HET 124 – Intro to heavy equipment powertrains – Wednesday nights
- a. Pass (12) - 46% (Grade of C or better)
  - b. Fail (1) - 4%
  - c. Excused Withdrawal (4) – 15%
  - d. Drop (9) – 35%
- HET 290 – Cooperative Work Experience (CWE) for heavy equipment related fields
- a. Pass (1) – 100%

Summer 2020 - This course is a hybrid, online lectures and face-to-face labs

HET 125 – Intro to diesel engines, fuel systems and emissions – T,W,R nights

- a. (Grade of C or better)

HET 290

Scheduled - Fall 2020 - All courses will be hybrid

HET 122 – Introduction to heavy equipment electrical – Monday days

- a. (3) Students already enrolled

HET 123 – Intro to heavy equipment mobile hydraulics – Wednesday days

- a. (3) Students already enrolled

HET 124 – Intro to heavy equipment powertrains – Monday nights

- a. (3) Students already enrolled

HET 125 – Intro to diesel engines, fuel systems and emissions – Wednesday nights

- a. (1) Student already enrolled

HET CWE 290 – Internship

- a. Pass (1) – 100%

Current Semester - Fall 2020 - All courses are hybrid, online lectures and face-to-face

labs

1. HET 121 - Introduction to heavy equipment maintenance- Tuesday night

- a. Pass (13) - 68%
- b. Fail (3) - 16%
- d. Drop (3) - 16%

2. HET 122 – Introduction to heavy equipment electrical – Monday morning

- a. Pass (8) - 57%
- b. Fail (1) - 7%
- d. Drop (5) - 36%

3. HET 123 – Intro to heavy equipment mobile hydraulics – Wednesday morning

- a. Pass (5) - 42%
- b. Fail (2) - 16%
- c. Drop (5) - 42%

4. HET 124 – Intro to heavy equipment powertrains – Monday night

- a. Pass (13) - 72%
- b. Fail (2) - 11%
- c. Drop (3) - 17%

5. HET 125 – Intro to diesel engines, fuel systems and emissions – Wednesday night

- a. Pass (12) - 86%
- b. Fail (2) - 14%

## 6. HET CWE 290 – Internship

a. Pass (2) - 100%

Future course schedule - Spring 2020 - All courses will be hybrid, online lectures and face-to-face labs

1. HET 121 - Introduction to heavy equipment maintenance - Monday morning
2. HET 122 - Introduction to heavy equipment electrical – Monday night
3. HET 123 - Intro to heavy equipment mobile hydraulics – Wednesday night
4. HET 124 - Intro to heavy equipment powertrains – Wednesday morning
5. HET 051 - Outdoor power equipment operation and maintenance - Tuesday and Thursday night

### A. Curriculum

1. Propose to add another (3) units outdoor power equipment course titled "Introduction to 2 stroke gasoline engines" to the existing (3). This course would teach students how to repair hand-held gas equipment as the ones used by first responders. Brent Litzen moved to add the 3 unit course. Jay Nossett 2<sup>nd</sup> the motion. A vote was taken and it was unanimous.

### B. Student Progress

(5+) Students that finished the core courses cannot apply for their HET certificate because they need the (1) unit of CWE and at the end of this semester another (6+) students will be in the same position. Marius requested assistance from his advisory members to open up their businesses to paid or unpaid interns so the students can earn their certificates. Brent (Fed Ex) and Jay (City of Whittier) volunteered to take some interns.

### D. Placement/CWE

Marius announced that (2) HET students are currently working in a HET environment and will successfully complete the CWE course this semester.

### E. Budget

Marius informed the committee that he was awarded funds for the following:

- Small amount awarded (\$ 60,000)
- \$ 7,595 - Training literature (1 year student online access) access to this on line text books will put the students on the same playing field.
- \$ 18,998 - Hydraulic training aids (cavitation simulator, pumps, and valves)
- \$ 18,451 - Air brakes training aids (brake chamber, drum wheel end, disc wheel end)
- \$ 1,005 - Planetary gear set trainer

## **III. Program Improvement/Committee Input**

### A. Recruitment Efforts

Claudia told the committee that she visits the introductory auto classes before they move on to the higher auto classes to give the students another avenue, such as heavy equipment. They also use social media.

### B. Staffing Needs – Nothing needed at this time

### C. Training Needs

Marius completed training -(55+) hours of ASE online webinars on the topics such as transmissions, electricity and electronics, new technologies, hydraulics, engine emissions, and lubrication.

D. Student Preparation

Zoom meetings have a minimum impact, new students have issues with internet access and speed, homework and quizzes scores are higher. The smaller number of students in the lab generates better results.

E. Training aids needed

Marius requested any scrap metal for his classroom and wanted to know if he could go thru their scrap bins. Everyone said they would look. Drew suggested calling dealers warranty bins

IV. Conclusion:

Next Meeting: May 14, 2021 Meeting ended: 10:00 am