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| **December 21, 2016****8:30am – 10:00am****Career Education and Workforce Development Center** |
|  | ***Name*** | ***Title or Rep*** |  | ***Name*** | ***Title or Rep*** |  | ***Name*** | ***Title or Rep*** |
|  | Eric Blaine | AUTO Inst. BCC |  | James O’Neal | Raytheon |  | Sean Enderle | Raytheon |
|  | Steve Seever | AUTO Inst. BCC |  | Sandi Thomas | Dean, WEDD |  | Dave Solano | AUTO Inst. BCC |
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|  | **Agenda Item** |
| **1.** | **Introduction** |
|  | Eric welcomed everyone for attending the advisory committee meeting. Everyone introduced themselves, shared their job titles and what organization they worked for.  |
| **2.** | **Tour** |
|  | A tour was provided to all in attendance and we described the facility, partnership with excelsior, contract training opportunities, etc. With instructors available for Auto, Welding, and IMM each instructor provided an overview of each area and new technologies. |
| **3.** | **Advisory Committee Role** |
|  | The advisory committee handout was provided to each advisory member in attendance and a brief overview of the importance, roles, and goals of advisory meetings was provided.  |
| **4.** | **AUTO/DIESEL Certificate, Associates Degree & 2-Year Plan** |
|  | Auto instructors provided a brief overview of their curriculum and overviews of certificate and degree options. Went over two year schedules for both automotive and diesel. Provided an explanation of how and why the two year plan was developed and scheduling of classes. |
| **5.** | **Open Discussion** |
|  | BCC Instructors mentioned wanting advisory members to feel confident in the students obtaining CERTS/AS degrees and open line of communication for industry/human resources/etc. to be able to contact them for information on students and recommendations for employment. Eric should take out flyers to the industrial partners at Ft. Irwin showing up classes we offer. Sandi explained that we have money available for certain areas including auto/diesel to meet the needs of industry. From faculty and industry advisory input she proposed moving forward with several new programs. There was a consensus that alternative energy/hybrid technology needs to be a priority or incorporated into existing programs. As well as low unit automotive specialties i.e. A/C, Steering, Suspension, Brakes, Hybrid/Alternative Fuels, etc. There was an expressed need to expedite completion of programs without general education requirements. There was a consensus among committee members that this was a need for industry and that the shorter term certificates and specialty certificates can help meet their needs with a quicker turnaround time and provide incumbent workers shorter term programs to stay current with emerging technologies and may provide advancement opportunities. She also shared that we have Friday and Saturday classes to meet the needs of those who are working if they needed more training or certificates for their employment. We are now offering OSHA 10 classes incorporated with safety training every 9 weeks and students received their OSHA card. Need to integrate workforce skills into the programs for their certificates and degrees. The state is now recognizing that the students that did not finish the classes who found employment are now considered completers. Raytheon Representatives – Veterans and Active Duty know how to work on vehicles but don’t know how to identify parts or troubleshoot. Intermediate needs for mechanics for example they won’t be rebuilding transmissions or engines but replacement. Troubleshooting was mentioned as one of the highest needs with the equipment they have available. Some of the equipment they have is antiquated but is replaced as needed. Having an employee that comes to the table with the latest technology is important. A versatile employee that can troubleshoot/repair a variety of vehicles since they maintain a wide variety of vehicles. Vehicles need to be repaired and back in operation quickly to get back into rotation. This is key to having a knowledgeable employee with troubleshooting and repair to prevent delay. A positive attitude and willingness to work hard with good work ethics is important. Looking for people with dedication, understanding how to communicate, read, able to be flexible, take initiative, hungry to learn, communication skills (oral and written), and working with databases. Need to understand the basics and be prepared to go beyond. Need to add hobbies (off road, motorcycles, etc.) to resume and add OSHA training as well. Certificates will help them enter the door. HVAC Certificate would be good too. Sean Enderle shared that he would be willing to be a guest speaker and also would share about writing resumes and what the industry is looking for. It would be good for job shadowing and also internships to be offered.  |
| **6.** | **Adjourn** |
|  | Meeting adjourned at 10:15- Recorder Michelle Berndt,12.21.16 |