California Caterpillar Dealer

 Service Technology Council

ThinkBig Advisory Board Meeting

 Draft MINUTES

August 21, 2018

###  Meeting 10:00 am – San Joaquin Delta College – Shima 114

PRESENT:

 Max Jones, Chairman, Holt CAT Sean Alford, Delta College Instructor

 Mace Gjerman, Vice Chair, Peterson CAT Brad Hannan, Delta College Instructor

 Tom Yeaglin, Quinn CAT Mike Holden, Delta College Instructor

 Randy Shelton, Peterson CAT

 Rick Guantone, Auto Trades JATC

 Max Jones, called the meeting to order at 10:42 am

1. Minutes of Previous Meeting:

Theminutes of the May 23, 2018 meeting were approved with a motion by Mace Gjerman, seconded by Tom Yeaglin and approved by unanimous vote.

1. Business and Economic Reports:

 Max reported that business is up and the need for technicians continues to be a challenge.

 Mace reported that Peterson’s business is blowing and growing. The shops are hemorrhaging with technicians.

 Tom reported that Quinn’s business is also good. There have been a few technicians that left Quinn for more money, which have returned to Quinn.

1. Delta College Reports: No Report

1. Academic Performance Reports:

 RSI & Gen ED Academic Reports:

5. Financial Reports:

 Contract Financial Reports:

 Brad provided the 2017-2018 Budget has a balance of $101,095.00. The committee reviewed the budget detail.

 Brad provided the 2018-2019 Budget and projected a starting budget of $223,522.00. The committee reviewed the budget items and allocations and provided feedback for some adjustments.

 Foundation Financial Reports:

 Brad reported that there has not been any activity during the fiscal year, and has a current balance of $129,114.29.

 Diesel/Heavy Equip/Fluid Power Funding Requests:

* + Fluid Hydraulic Demonstrator (Hydrostatic) – $25k …………Received
	+ Air Brake Board with ABS & Traction Control – $50k …….... Purchasing Soon
	+ Updated Hunter Alignment Machine – $60k…………………. Received
	+ CAT Tier 4 Final 9 liter and up engine stand – $100k ……… Received
	+ Mini Excavator – +/- $50k……………………………………….Received
	+ 1234 Air Conditioning Machine – $10k each……………….....Received
	+ R134A portable A/C Machine (Qty 4) – $1.5k each ….………Purchased 2 Received
	+ A/C Trainer (Qty 4) – $10-15k each. ………………………..…Not Purchased yet
	+ Portable Video Recorder – $1-1.5k ……………………………Not Purchased yet
	+ Replacement Laptops (Qty 30) – $1.2k each ………………...25 Purchased & 15 on order
	+ Equipment/Trucks with latest technology – +/- $60k each……Purchased 4 Trucks using CCDET Funds
	+ Equipment Trailer - $7.5k……………………………………….Not purchased

 Strong Workforce and RTD Funding

 This is for both programs including regional and local.

|   |   | Priority  |   | Strong Workforce Items | price | quantity | extended |   |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| D | S | 1 | Premium BENDIX ADV. air brake TRAINER w/ABS, ATC & ESP |   | 50000 | 1 | 50000 | 50000 |
| D | M | 2 | NV-1000-05 | HYBRID SIMULATOR | 12480 | 2 | 24960 | 74960 |
| D | S | 2 |   | Hunter Wheel Balancer | 20000 | 1 | 20000 | 94960 |
| D | M | 3 | fluke  | clamp on multimeter | 300 | 10 | 3000 | 97960 |
| D | M | 4 |   | Video Camera Setup | 3000 | 1 | 3000 | 100960 |
| D | S | 5 | NEXIQ | USB LINK 2 | 800 | 15 | 12000 | 112960 |
| D | S | 6 | Diagnostic Link | Detroit Communication Software | 1000 | 4 | 4000 | 116960 |
| D | S | 7 |   | bearing tools/pullers/splitter | 5000 | 1 | 5000 | 121960 |
| D | S | 8 |   | Bearing Heater | 7000 | 1 | 7000 | 128960 |
| D | B | 9 | NV-1000-09 | FRONT DOOR SIMULATOR | 17423 | 1 | 17423 | 146383 |
| D | B | 10 | NV-1000-08 | RAMP SYSTEM SIMULATOR | 13816 | 1 | 13816 | 160199 |
| D | B | 11 | NV-1000-03 | Suitcase Multiplex Simulator (small VBEA) | 5124 | 4 | 20496 | 180695 |
| D | B | 12 | NV-1000-01C | HVAC THERMO KING® TRAINER | 83720 | 4 | 334880 | 515575 |
| D | B | 13 |   | A/C trainers | 9000 | 4 | 36000 | 551575 |
| D | S | 14 |   | Hunter alignment rack | 50000 | 1 | 50000 | 601575 |
| D | S | 15 |   | Opacity meter | 6000 | 2 | 12000 | 613575 |
| D | B | 16 | NV-1000-11 | DESTINATION SIGN SIMULATOR | 17680 | 1 | 17680 | 631255 |
| D | B | 17 | NV-1000-10 | FIRE SUPPRESSION SIMULATOR | 20150 | 1 | 20150 | 651405 |
| D | B | 18 | NV-1000-12 | ARTICULATION CONTROL SIMULATOR | 11960 | 1 | 11960 | 663365 |
| D | B | 19 | NV-VRPU | PUBLIC ANNOUNCEMENT SIMULATOR | 11960 | 1 | 11960 | 675325 |
| D | B | 20 | NV-1000-13A | FRONT AXLES SIMULATOR | 13130 | 1 | 13130 | 688455 |
| D | B | 21 | NV-1000-13B | FRONT CALIBPER AXLE SIMULATOR | 11757 | 2 | 23514 | 711969 |
| D | B | 22 | NV-1000-13C | REAR AXEL SIMULATOR | 18876 | 1 | 18876 | 730845 |
| D | B | 23 | NV-1000-13D | REAR CALIPER AXLE SIMULATOR | 14455 | 2 | 28910 | 759755 |
| D | B | 24 | NV-VRPN | VIRTUAL PNEUMATIC SIMULATOR | 1245 | 1 | 1245 | 761000 |
| D | B | 25 | NV-1000-07 | AIR BRAKE SIMULATOR | 62009 | 1 | 62009 | 823009 |
| H | S | 26 | 170-8500 | CAT Contamination control particle counter | 20000 | 1 | 20000 | 843009 |
| H | S | 27 |   | mini ex | 50000 | 1 | 50000 | 893009 |
| H | S | 28 | 35153-TIER4F | CAT T4F small bore engine | 75000 | 2 | 150000 | 1043009 |
| H | S | 29 |   | Work Benches | 2000 | 12 | 24000 | 1067009 |
| H | S | 30 |   | bead blaster | 20000 | 1 | 20000 | 1087009 |
| H | S | 31 |   | Portacool Shop Cooler | 4000 | 2 | 8000 | 1095009 |
|   |   |   |   | Total |   |   |  1,095,009.00  |   |
|   |   |   |   | RTD  |   |   |   |   |
|   |   | 1 |   | Precision Measuring/Torque/modern tools | 15000 | 1 | 15000 |   |
|   | S | 2 | From HOLT | T4F 9.3 LITER | 85000 | 1 | 85000 |   |
|   | S | 3 |   | Ingersoll-Rand 2850MAX-6 1-Inch 2100 Ft-Lbs | 800 | 3 | 2400 |   |
|   | S | 4 |   | Air Jack  | 2000 | 2 | 4000 |   |
|   | K | 5 | laptop | Dell | 1310 | 5 | 6550 |   |
|   | S | 6 | CAT COM 3 | CAT COM Adapter | 1500 | 9 | 13500 |   |
|   | M | 7 | ATECH | Electrical Trainer | 2150 | 10 | 21500 |   |
|   | S | 8 |   | wheel dolly for duals/wheel seals | 1500 | 1 | 1500 |   |
|   |   |   |   | Total |   |   |  149,450.00  | 550 |
|   |   |   |   | RTD Electronics  |   |   |   |   |
|   | K | 1 | Laptops | Dell | 1310 | 10 | 13100 |   |

 The committee approved the Contact Financial Budget Report, the Foundation Financial Budget Report, the Diesel/ Heavy Equipment/ Fluid Power Funding Requests and the Stronf Workforce list of Equipment Purchases by a motion of Tom Yeaglin, seconded by Brad Hannan and carried by unanimous vote

1. Apprenticeship Reports:

Apprenticeship Report

 Rick Guantone reported that the JATC meet prior to the CAT Advisory Meeting. Rick reported that RSI hourly reimbursement has increased to $6.26. There was also an increase in overall RSI funding to encourage the creation of more apprenticeship programs statewide.

 Other Topics Outside normal JATC Business

 ETP Multi-Employer contract for Productive Labs.

This is still in the concept stage. Rick reported that Peter Cooper reported at the last CAC meeting that there is more money available this year and that ETP has been funding a higher number of proposals from apprenticeship programs.

1. Curriculum & Instructor Requests:

 Curriculum Updates:

 **CAT 80** There was discussion about adding Machine Operation to CAT 80. The decision was

 not to add Machine Operation to CAT 80.

 **CAT 83** Sean reported that he been updating the course content including engine controls.

 **CAT 84 and CAT 91** The faculty have been updating CAT 84 and CAT 91 to include Data Link and CAN.

 **CAT 86** Shane is in the process of adding a few CX31 transmissions that will be used for the CAT 86 course. Shane is proposing to develop this course into a Hybrid course.

 **CAT 92 and CAT 93** The plan is to also add Tier 4f and Enhanced Electrical Diagnostics for CAT 92 and CAT 93 courses.

**Instructor Development:** The group discussed possible in-service training for the instructors for 2018-2019. The recommendations are:

Contamination Control- AFA1 for all instructors

Brad- Electronic Troubleshooting 1 & 2 Hydraulics TBD

Mike-Electronic Troubleshooting 1 & 2

Sean- TBD

Sean discussed revising the existing curriculum to include:

1. Adding distance education to all CAT classes. The classes will be submitted to the college for approval to be taught as hybrid courses
2. Create a Diesel Bus Certificate
3. Revise Diesel 97 to include Transport Refrigeration Unit (TRU) and bus HVAC systems
4. Create a new Diesel Class covering ADA wheel chair lifts and ramps
5. Create an Agriculture Engineering class covering Alternative Fuels, Electric, and Hybrid Vehicle Technology
6. Request to purchase items on the Strong Workforce/RTD spreadsheet

The committee discussed the recommendations made by Sean Alford concerning the revisions and changes to the curriculum and supported the changes submission to the College Curriculum Committee for approval.

8. Student Development:

 **Seat Commitments:** The current total seat commitments for Fall 2017 are for 36 apprentices.

 The dealer totals are:

 **2018** **2019**

 Hawthorne 0 Hawthorne ?

 Holt 8 Holt 10

 Peterson 6 Peterson 10

 Quinn 15 Quinn 16?

 29 36

 There was a discussion of the new maximum number of seats available for the ThinkBig program. **Maximum Seat Count**

 Hawthorne 4

 Holt 10

 Peterson 10

 Quinn 10

 Open Seats 2

 36

 Hawthorne ThinkBIG plan for 2019-2020

If Hawthorne wants to seats in the 2019 Cohort, how will the seats be re-allocated?

Student Recruiting, Retention & Topics

There was discussion concerning the recruiting at the FFA convention in Anaheim, April 25-28 2019. There was also discussion concerning the development of recruiting materials

9. Instructor Load:

 Instructor Load - Richard Dettloff

* Summer 2018 – 13.6 Units
	+ CAT 82 – Machine Hydraulics I (1st Session)
	+ CAT 87 – Machine Hydraulics II

Instructor Load - Sean Alford

* Summer 2018 – 6.8 Units
	+ CAT 86 – Power Trains (2nd Session)
* Fall 18– 23 Units
	+ CAT 81 – Engine Fundamentals (1st 8-weeks, Lecture & Lab)
	+ DIESL 091 – Heavy Duty Brakes (1st 8-weeks)
	+ CAT 69V – Internship: Soph. (E-Mail) & Frosh (Visit)
	+ CAT 90 – Undercarriage and Final Drive (2nd 8-weeks)
	+ CAT 91 – Machine Electronic Systems (2nd 8-weeks Lecture)
* Spring 2019 – 26.3 Units
	+ CAT 83 – Fuel Systems (1st 8-weeks)
	+ DIESL 093 – Heavy Duty Truck Components (1st 8-weeks)
	+ CAT 69V – Internship: Soph (E-Mail) & Frosh (Visit)
	+ CAT 92 – Engine Performance (2nd 8-weeks)
	+ Math- Industrial Math

Instructor Load - Mike Holden

* Summer 2018 – 3.4Units
	+ Diesel 99 – Computer Diag. & Troubleshooting
* Fall 2018– 16.6 Units
	+ CAT 81 – Engine Fundamentals (1st 8-weeks, Lab)
	+ CAT 91 – Machine Electronic Systems (2nd 8-weeks Lab)
	+ Ag 30C- Electrical Systems
* Spring 2019 – 18 Units
	+ DIESL 099 – Computer Diag. &Troubleshooting (1st 8-weeks)
	+ DIESL 096 – Diesel Engine Fuel and Tune-Up (2nd 8-weeks)
	+ CAT 84- Foundational Electrical
	+ CAT 94- Machine Specific

Instructor Load – Brad Hannan

* Summer 2018– 6 Units
	+ CAT 85 – Air Conditioning (2nd Session)
* Fall 2018 – 23.1 Units
	+ CAT 80 – Cat Fundamentals (1st 8-weeks, Lab only)
	+ DIESL 094 – Diesel Engine Principles (1st 8-weeks)
	+ DIESL 095 – Diesel Engine Repair (2nd 8-weeks)
	+ Industrial 45- Physics
* Spring 2019– 22.5 Units
	+ DIESL 092 – Heavy Duty Power Trains (1st 8-weeks)
	+ CAT 93 – Machine Diagnostics (2nd 8-weeks)
	+ DIESL 098 – Allison Transmission Service (2nd 8-weeks)
	+ DIESL 97 – AC

General Education Sequence

AGEGR 21 – Welding (Taddei)

CDEV 026 – Child, Marriage & Family (Bush)

BUS 20 – Intro to Business (Danielson)

Gen Ed Area 2 – Natural Sciences TBD – FCS 006

POLSC 001 – American Government (Cardiel)

COM ST 001A – Communication Studies (Bruce)

ENG 001A – Preparatory English (Marconi)

ENG 30 – Film as Literature (Marconi)

MATH 86 – Math Concepts (TBD)

10. Business Items:

 Old Business:

The Dealers cost per student for 2018-2019

The committee reviewed the cost per student and determined that there is no need to increase the cost per ThinkBIG seat at this time. The cost per student remains at $3,500.

Upstairs Racking:

The college has allocated $25,000 for the racking system. The college was conducting an engineering study for the design and installation of the racking. It seems that the racking project will not be funded.

 New Business

 ThinkBIG class scheduling

The members discussed the fall schedule and were concerned about the gaps of time and if the schedule was in the best interest of the program. They also discussed the lecture/lab instructor assignments. The members hoped that the spring schedule will show some improvements.

 Corporate CAT (Bobby) ThinkBIG Agenda vs Delta College

 The members discussed the concerns that Corporate has concerning the participation of Delta Instructors at the CAT World ThinkBIG Conference. It seems that the conference dates always interfere with the college schedule, which limits the college’s participation. There is also the problem that without the additional fulltime instructor, it is difficult to cover all he classes and also have more than one person available to participate in the conference. The instructors will look at the next Conference dates and see what level of participation can be accommodated.

 CAT Surplus List Requests:

The instructorsreported that the review of the CAT Surplus Lists is difficult to interpret. The lists only have the part numbers with no descriptions. Max said that, if they can identify some items that look promising, just send him the p/n numbers and he will look up the descriptions.

It was suggested that the instructors select some items on the CAT surplus list the next time the list is available. This may help improve the perception of Delta College commitment of the program.

 Proposed ThinkBIG Course Sequence

The committee discussed the course sequence for the general education courses to determine the best sequence for the apprentices.

 Proposal by Sean to teach Diesel 91–Heavy Duty Brakes and Diesel 93-Heavy Duty Truck Components as Hybrid Classes

 Sean discussed his planes to revise his curriculum for Diesel 91–Heavy Duty Brakes and Diesel 93-Heavy Duty Truck Components to be able to teach the courses as Hybrid Classes. He hopes to teach the hybrid courses in the spring semester.

11. Calendar of Events

* Construction Trades Career Fair – Sept 14, 2018
* FFA National Convention, Indiana – Oct 24-27, 2018
* ThinkBIG Freshman Start of Classes – Aug 27, 2019
* ThinkBIG Open Houses – Jan 26 & Apr 6, 2018
* FFA State Convention (Anaheim) – Apr 25-29, 2019
* SkillsUSA State Competition (Ontario – April 25-28, 2019
* ThinkBIG Council & JATC Meeting – May 22, 2019
* ThinkBIG Graduation – May 23, 2019
* ThinkBIG Freshman Orientation – Aug 21, 2019
* ThinkBIG Freshman Start of Classes – Aug 26, 2019

12. Action Items, Responsibility and Timeline & Sub-committee assignments:

 AJOURNMENT:

 The meeting was adjourned at 4:45 pm

Respectfully Submitted

Rick Guantone

Diesel/Heavy Equipment Advisory Committee Members

Max Jones Jr
Holt of California

6 Sigma & CPS Black Belt
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