

**Friday, March 24, 2017
Technology Building, Room 160
Meeting Convened at: 12:25 p.m.
Meeting Adjourned at: 3:00 p.m.**

Facilitator: Stanley Harriman, Faculty, Program Coordinator

<u>COMMITTEE MEMBERS</u>	<u>EX-OFFICIO</u>
<p>Toby Benenson, Director of Mission Control, JetSuite Wilhelm Cashen, Chairman, Tesla Foundation, EDV Misha Houser, National Director Public Policy and Education, Tesla Foundation Stuart Illian, CBO, JetPrep, LLC Barry Jones, Chief Flight Instructor, OCFC Keith Kunert, Captain, American Airlines James Nelson, Retired Pilot, American Airlines Jerry Pham, Regional Director, Tesla Foundation Group David Todd, Flight Training Supervisor, Mt. San Antonio College</p>	<p>Jay Arcemont, Senior VP Operations, Sky Partners, Hourly Faculty, OCC Amy Fuller, Staff, Technology, OCC Stanley Harriman, Program Coordinator, OCC Michael Mann, Sales Manager, American Aircraft Sales, Hourly Faculty, OCC Michelle Mendenhall, Staff, CTE, OCC Daniel Shrader, Dean, Technology, OCC Maria Traver, Counselor, OCC</p>

ADVISORY COMMITTEE MEETING SUMMARY

I. Welcome & Introductions

- Sign-in and confirmation of title/role and email/contact information

II. Review of Last Advisory Committee Recommendations

- Last Meeting Date: April 28, 2015
- Summary of Recommendation from last meeting
 - The committee recommended that the school should retain last year's recommendation of standardizing fleet avionics on the Garmin 630 as funding becomes available and standardize aircraft with OCC livery.
 - Upgrading radio systems with basic coms and navs for now, using a portable GPS with a cradle that can be hard-wired into airplane which is less expensive than the Garmin 630
 - Install in our four planes
 - Painting planes in our livery
 - The committee recommended that the school should continue in the search for a faculty new hire.
 - Stanley Harriman is the new hire
 - The committee recommended that the program change the graduation requirements to have only four (4) required units for electives to gain either the Associates of Science degree or the Certificate of Achievement.
 - Working with CTE counselor to work out the needed changes
 - The committee recommended that the program insure that the articulation agreements with Cal State Los Angeles (first priority) and other transfer institutions be updated.
 - In progress (?)
 - The committee requested that the program insure that all four of the aircraft are prepared and are working for the students.

- The committee requested that the program faculty investigate the regional airlines for job placement and possible funding.
 - Prefer us to be a 141 Institution; we're currently a 61 but working to go up to a 141 status
 - Provide a more seamless transition with instructors
 - American Airlines needing to hire 750 pilots; 141 schools provide needed training for regionals
 - Two-year degree satisfactory to be hired; flight hours most important
- The committee recommended that the faculty utilize more computer-based training into all segments of the curriculum classroom teaching.
 - Simulators are hooked up to classroom
 - 25 work stations can be outfitted with yokes and rudders which are used for hands-on for private pilot, commercial and instrument ground training
- The committee recommended that the program reinstate the simulator classes/labs for procedural training and update and procure additional procedural trainers for those classes/labs.
- The committee recommended that the program restart the flying club to compete in the NIFA competitions.
 - Restarted and competed in November of 2016 with a team of four
 - Will be going to competition in Arizona this November

III. Review and Ratification of Program Level Outcomes (PLOs)

- **Reviewed – no new recommendations**
 - Develop the analytical and critical thinking skills necessary for completion of flight training and successful completion of federally administered written examinations for licensing as pilots.
 - Develop the analytical and critical thinking skills necessary for completion of aviation ground school academic courses giving them the background knowledge necessary to enter the air transportation industry as professionals in non-flying occupations.

IV. Current Program Status and Updates

- Enrollment Trends
 - In the past two years, overall program has declined due to various factors
 - About a year, program was dormant without a full-time faculty and students went elsewhere
 - Currently, ratios have increased from in ground program to flying
 - Costs were discussed and scholarship information shared, public and private opportunities available, students need to do leg work to fill out required papers
- Facilities/Equipment
 - Planes average 45 years old
- Curriculum
 - CFI coursed offered for first time this semester
- Student Outcomes- 2013-2014 Licensure/Certification Pass Rates: 100%
 - Not reviewed

V. Review of Perkins Program Core Indicators (Attached)

- Not reviewed

VI. Work-Based Learning Opportunities – Not reviewed

- Existing internships and other work-based learning opportunities
- Potential internship opportunities and referrals
- Internship Academy opportunities

VII. Industry Update & Employment Trends

- **Had attendees break out into three groups: UAS, Administration, and Professional Pilot**
 - Emerging technologies and industry practices
 - Plan for Students to have ATP written exams done by graduation
 - UAS Program – is in each industry
 - Fireworks shows, Search and Rescue, Agriculture, U.S. Mail, Amazon, Virtual Reality, etc.
 - Automation will displace current jobs in those areas (navigation)
 - On-going meetings with Program Coordinator to update curriculum as technology evolves.
 - Staffing/Hiring practices
 - Bridge program for hiring into Local Airlines/Charters/Cargo
 - Investigate West Coast Charters for potential partnership

VIII. New Committee Recommendations

- **Curriculum**
 - **Add a UAV training program**
 - i. Learning how to fly
 - ii. Application driven
 - iii. Learn Intel/Qualcomm Chipsets
 - iv. Virtual Reality and Headtracking
- New Equipment/Technology needs
 - Suggested to spend monies elsewhere than painting the planes
 - Investigate Donation policies and IRS ruling for potential Donors
- Program Recruitment
 - **Center of Excellence needs to be developed for all things “Autonomous”**
- Other
 - Scholarships should be awarded to pilots after they earned Private Pilot license. Scholarship monies should be for professional minded aviation students.
 - Develop a screening/application process for new students registering for Flight Training.
 - Develop internship programs with local charter companies: Dispatchers, Operations, Administration, Line Personnel, Customer Service, etc.

IX. Closing Remarks

- Stanley thanked everyone for coming and for their feedback and input



Improvements Since Last Meeting

Date	Improvement	Result(s)
Fall 2015	Repainted/Furnished Aviation Offices	Created a culture of community and “safe-zone” for students
Fall 2015	Updated Textbook/Curriculum for existing classes	Decreased costs of textbooks/materials as well as increase relevancy with current information within industry
Fall 2015	Created AVIATION PLANS OF STUDY for various tracks in our program –IGETC Agreements	Reduce the overwhelming feeling/process regarding registration and enrollment for new students in the college environment
Fall 2015	Started an aggressive marketing/recruitment campaign for the program	Enrollment in our flight labs over the past year has increased seven-fold. We currently have a waitlist for our flight program.
Spring 2016	Administered a new contract with Orange County Flight Center	All aircraft meticulously maintained, flight training is structured (part 141), OCFC has ability to accommodate our growing program
Spring 2016	Acquisition of two (2) Redbird ATDs and one (1) Redbird Jay	Improves student learning, reduce costs for the instrument rating, serves as a valuable recruitment tool for prospective students
Spring 2016	Development of a UAS Certificate Program	First classes will begin in the Fall of 2017. Collaboration with Computer Science Department
Spring 2016	Re-established the OCC Flight Team	Competed in the Regional SAFECON/NIFA event in San Jose, CA
Spring 2016/2017	Successful COAST DAY 2016/2017 Started Aerospace Club	Approximately 300 students toured our facilities and 160 students requested more information regarding our program.
Spring 2016	Students are beginning to reach milestones in their training.	Students who started in Fall 2015/Spring 2016 are soloing, performing Part 141 Stage Checks, Passing Written Exams/Checkrides
Summer 2016	Offered Private Pilot Ground School as an accelerated 8-week option (first time)	90% of students who took summer course currently remain in the program
Fall 2016	Administered Articulation agreement with Canyon High School	Allows Canyon High School Aviation courses to serve as college credit at OCC—Private Pilot Ground School (5 credits)
Fall 2016	Development of FAA Dispatcher Program	Allows OCC Aviation students to earn a certificate in Dispatching by taking a majority of our existing classes and new Dispatch course
Fall 2016	Approval of Instrument Simulator Lab	Allows students to earn up to 20 hours in our Redbird ATD towards their Instrument Rating
Fall 2016	Acquisition of 25 Yoke/Rudder consoles from CH Products	Each workstation in our computer lab will have a Yoke/Rudder setup in order to produce hands-on experiences in ground school courses
Spring 2017	Development of B.S. in Aviation Administration from SIU	Students will be able to continue their studies at OCC to earn their B.S. in Aviation Administration—Weekend classes taught at OCC
Spring 2017	Administered a Scholarship Agreement with Clay Lacy	VP of Clay Lacy reached out to OCC Aviation to contribute an ANNUAL Scholarship—first round of scholarships will be awarded May 2017
Spring 2017	New Headsets, Radios, Paint for our aircraft fleet	Headsets for student-use, update radios for instrument training and ADS-B, and repaint surfaces to repair sun damage
Spring 2017	Acquisition of aircraft for OCC Aviation	Acquired a Cessna 172 from investor solely for use by OCC Aviation Students
Spring 2017	Administered an Internship Agreement with Le Bas International	Designed a pathway for aviation students to gain industry experience as interns with an outlook of full/part-time employment with Le Bas
Spring 2017	Offered Flight Instructor Course (first time)	Generated enough interest and enrollment for a Flight Instructor Course