1. **Welcome/Introductions:**

***Meeting called to order at 11:01 am: by Grace Pokorny.***

**Present:** Grace Pokorny, Aaron Riekenberg, Gabriela Cruz, Mark Cipolla, Zeinab Elreda, Omar Becerril, Jennifer, Steven Mann, Brittany Lomeli, Casey Crook, Frank Balcorta, Jeremy Evans, Dana Friez, Lorraine Blouin, Manaia Tuli’au, Maria Andrade-Hernandez, and Charace Thompson *(note taker)*

1. **Role of the Advisory Board**

Grace welcomed attendees and explained the role of the Personal Trainer Advisory in supporting continuing education and certificate programs. These programs help students acquire the educational background and skills to pursue particular career paths.

The two programs offered by the department are Athletic Coaching and Personal Training - the most popular program. Grace thanked Mark and Brittany for their work on the programs and for supporting students’ educational goals.

1. **LBCC Personal Trainer Program – Background**

Mark presented a tri-fold brochure outlining the details of the personal trainer program. The sixteen-unit program prepares students for national certification testing and is recognized in the Greater Long Beach area for enhanced employment opportunities in the field of personal training.

The program is designed to help students develop skills in fitness training, health psychology and teaching techniques and also encompasses food/nutrition and safety/first aid components.

The only pre-requisite course required for the program is KINPP 70B – Fitness Program Design and Instruction. Upon completion, students receive a 50% discount on the cost of the national certification exam.

Grace shared the following stats:

* 925 students are Kinesiology majors
* 15-20 students are candidates for the Personal Trainer Certificate
* In the last two years, 30 students have completed the Personal Trainer Certificate program.
* Despite the shut down due to Covid-19, 10-12 students successfully completed the program.

Frank asked how the shutdown had impacted the program and enrollment. Mark explained that the practicum program, where students train faculty and staff, has been modified and moved to a virtual format. Additionally, students in the techniques class are required to submit videos.

Grace added that enrollment across the board is down; however, enrollment in the program has remained steady. Casey felt that enrollment had increased in a number of classes as student interest remains high despite the shutdown.

1. **Certificate of Achievement**

Grace explained the differences in the two kinds of certificates offered. The Certificate of Accomplishment does not appear on a student’s transcript and is earned upon completion of 15 units or less. The Certificate of Achievement requires that students earn 16 units or above and is recognized state-wide.

She asked the members to vote to change the Personal Trainer Certificate from a Certificate of Accomplishment to a Certificate of Achievement as the program requires 16 units. Students would benefit from the higher recognition and by having the courses recorded on their transcripts.

Frank motioned for the members to submit the Personal Trainer Program as a Certificate of Achievement to the Chancellor’s Office.

Jeremy seconded.

**Motion Passed**

Mark asked if certificates issued in the past could be changed from Certificates of Achievement. Lorraine responded that she would verify with the curriculum chair, Wendy Koenig.

1. **Member Discussions**

Grace explained that the Personal Trainer Advisory meeting will occur once per academic year.

Frank was grateful to be included in the meeting and felt the modification to the Personal Trainer certificate would add tremendous value to the program.

1. **Adjournment**

The meeting adjourned at 11:36am.

Minutes recorded and submitted by Charace Thompson, pending approval.