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**MEMORANDUM**

TO: Electronic & Electrical Technology (EET) Dept. Advisory Committee

FROM: Bret Allen (Lead Faculty, EET Dept.)

DATE: June 26, 2014

SUBJECT: EET Advisory Committee Minutes

Attendees:

Ben Carr (USL Ultra Labs.), Chris Rademacher (PG&E, DCPP), Karen Tacket (Cuesta Foundation), Cit Ball (Travis Const. & Electric), Roger Korte (Alberto Culver, Ret.), John Becerra (PG&E, DCPP), Rick Simmons (PG&E, DCPP), John Cascamo (Cuesta Dean), Richard Goldsmith (Trust Automation), Dale Thompson (Consolidated Electrical Distributors), Curt Smairo (Stinger Solar Electric), Luke Godburn (Consolidated Electrical Distributors), Chris Akelian (Cuesta EET & CNET Faculty), Shannon Hill (Cuesta Foundation), Brad Diaz (Strasbaugh), Bret Allen (Cuesta EET Faculty), Sabrina Robertson (Cuesta Supervisor & Grants), Gina Barbosa (Cuesta Assistant).

Location: Cuesta College Power Laboratory, Room 4501 – D, San Luis Obispo, CA

12:00 pm, Lunch from G. Brothers (self-serve)

12:15 pm, Welcome by B. Allen & Committee Member Introductions

12:30 pm, Cuesta impacts and challenges

* Shannon Hill discusses bond measure to clarify community concerns.

12:45 pm, Accreditation Status for Cuesta College

* Dean Cascamo describes that although the college has achieved

milestones it is necessary that the college community continue to strive for improved excellence.

12:55 pm, Changes to the State Electrician Training Program

* Bret Allen discusses the need for a 200 hour reduction for State

Electrician program at Cuesta.

* Brad Diaz & Roger Korte emphasize that Cuesta’s program has

historically required more hours for students to complete than the majority of other community colleges in the state.

* Cit Ball & Curt Smairo described that students currently enrolled in the

EET program and working for them would like to see the program reduced to the state minimum requirement.

* Bret Allen provides a historical overview of A.S programs in the EET

Department at the college and describes new and deleted curriculum currently under review by the college Curriculum Committee to achieve a reduction of approximately 200 hours from the State certified electrician trainee program.

 - Specific proposed A.S. Degree and Certificates for Advisory

 Committee consideration and approval:

1. Associate of Science in Electrical Technology
2. Certificate of Achievement in Electronics & State Electrician
3. Certificate of Specialization in Power and Instrumentation

 -The committee found the proposed curriculum changes

 acceptable and approved recommendations while

 emphasizing that the skill sets they need seem embedded.

1:10 pm, EET Enrollments

 - Enrollment Status

 Cuesta faculty describes how efficiency is a major concern to the college administration and presents challenges for future courses.

1:15 pm, Budget

 - Overview of EET upgrades funded by CTEA

 - Core Indicators

 - Roundtable discussion about how we can attract a higher

 percentage of minority students to the EET Program.

 - John Becerra (PG&E Director) & Chris Rademacher (PG&E

 Manager) describe how their organization is marketing to and

 recruiting minorities using existing (minority) personnel who have

 successfully promoted to supervisory and managerial positions

 within PG&E.

 - Committee agreed that profiling successful minorities would

 be the best way to attract a higher percentage of minority

 students to the EET program.

1:25 pm, Curriculum Modification Details

* Bret Allen described how EET-119, State Electrician Training Topics,

was designed to replace 4 former EET courses which had ongoing enrollment stability issues with a survey course that would continue to satisfy the CA Division of Apprenticeship Standards requirements for the General Electrician certification status.

* Numerous committee members including Roger Korte, Ben Carr, & Rick Simmons were in agreement with adopting EET-119 and emphasize that their primary concern with the curriculum was that it continue to equip program graduates with the fundamental skill sets they expected and required for placement.

 - This position was acceptable to the community at large.

1:40 pm, Current Employment Opportunities for EET Students & Survey

1:50 pm, Meeting Ends & 2 Members Tour Other Laboratories on Campus