

**Draft**  
**VENTURA COLLEGE**  
**Minutes of the Automotive Advisory Council**  
**Date: October 28, 2019**

**Present:** Scott Sandford, Chad Stangeland, Eric Irwin, Mike Mastroianni-Cohen, Josh Addison, Scott Sandford, Ross Lorenzana, Matt Haas, Chris Case, Rob Van Nieuwburg, Phil Cain, Micah Evans

**Recorder:** Eileen Crump

**Minutes:**

| <b>Agenda Item</b>    | <b>Summary of Discussion</b>   | <b>Action (If Required)</b>                                   | <b>Completion Timeline</b> | <b>Assigned to:</b> |
|-----------------------|--|---|----------------------------|---------------------|
| Call to order         | The meeting was called to order at 8:00 a.m.   |   |                            | Chad Stangeland     |
| Welcome/Introductions | Everyone present introduced themselves to the group.   |   |                            | Chad Stangeland     |
| Approval of Minutes   | Eric Irwin motioned to accept the Spring 2019 Automotive Advisory Council meeting minutes as is.   | The Spring 2018 Advisory meeting minutes were approved as is. |                            |                     |
| Status Update         | Nationwide Ventura College Automotive Program ranked <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> in T-Ten Graduates</li> <li>• 3<sup>rd</sup> in ASE's earned</li> <li>• 14 T-ten Graduates</li> <li>• 8 ASE Masters</li> </ul>                        |   |                            | Chad Stangeland     |
| T-Ten Credit          | 623—Electrical Diagnosis<br>652—Body Electrical<br>673—Electronics<br>256—Hybrid Service<br>553—Brakes<br>435—Steering & Suspension<br>274—Automatic Transmission<br>302—Manual Transmission<br>752—Air Conditioning<br>852—Engine Control 1<br>151—Engine Service |   |                            | Chad Stangeland     |
| 2021 Cohort           | 24 T-Ten Students<br>20 Students currently looking for placement   |   |                            | Chad Stangeland     |
| New T-Ten Logo        | The new T-ten logo was reviewed by advisory council.   | A vote was taken to approve the new T-Ten                     |                            | Chad Stangeland     |

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|                              |   | logo and it passed.   |  |  |
| Mentoring Students           | <p>Achievement based compensation plan reminder for all dealerships hiring interns. (Important when considering our area's low starting wages)</p> <p>Dealerships were reminded to keep working on career advancement plans.</p>  |   |  | Chad Stangeland  |
| High School Auto Programs    | <ul style="list-style-type: none"> <li>• Building strong pathways from high schools to Ventura College Automotive Program.</li> <li>• Increasing support (1. Better vehicles for student to work on 2. More events with high school, college, and industry)</li> <li>• Increase donations to high school automotive programs by developing a high school wish list.</li> </ul>  |   |  | Chad Stangeland  |
| Staff Master Guide           | <ul style="list-style-type: none"> <li>• Assist dealers on how to manage T-ten students in the staff master system.</li> <li>• Explain differences in staff master and T-Ten online.</li> <li>• Goal is for everyone to be able to see the T-Ten student in their system.</li> </ul>  |   |  | Chad Stangeland  |
| Service Manager Guide        | <ul style="list-style-type: none"> <li>• Assist dealers on certifying technicians.</li> <li>• Explain the benefits of employing T-Ten students.</li> <li>• Goal is to quickly bring new management up to speed.</li> </ul>  |   |  | Chad Stangeland  |
| ASE Update                   | <ul style="list-style-type: none"> <li>• All students are required to attempt all 8 ASE's</li> <li>• 2019 Cohort achieved 83 ASE's with an average of 4 ASE's per student</li> </ul>  |   |  | Chad Stangeland  |
| General Program Updates      | <p>NC3 SnapOn Certificates issued this semester</p> <ul style="list-style-type: none"> <li>• 38 Multi-Meter Certifications</li> <li>• 26 Pro-Cut On Car Lathe Certifications</li> <li>• Torque and Measurements Certification in progress</li> </ul> <p>Subaru Partnership</p> <ul style="list-style-type: none"> <li>• 2 levels of certification available</li> <li>• Regular curriculum, on line modules and instructor led training</li> <li>• Factory tools and vehicles will be available for labs</li> <li>• Currently have 5 students piloting the program with an official launch to all students in fall 2019</li> </ul> |   |  | Chad Stangeland  |
| Program & Curriculum Updates | <ul style="list-style-type: none"> <li>• Schedule change reminder</li> <li>• Automotive Career Education Programs Timeline Issues. Program information was lost during a vendor transition, all work to be resubmitted.</li> <li>• New ACE roll out ETA is in question.</li> <li>• SCCRC recommendation is required. Eric discussed the details and asked the advisory group to vote on</li> </ul>  | A motion supporting the ACE program was passed, the program shall be submitted for regional recommendation. |  | Eric Irwin Update, ACE V70 will be offered by VC for Spring 2020 |

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|   | <p>their previous stance (noted in prior minutes) on the need for the ACE program, the courses, and certificate structure.</p> <p>All advisory member confirmed their prior objectives of the new ACE program and the program structure.</p> <ul style="list-style-type: none"> <li>• Make students aware of the VC Promise Program that gives students two years of free tuition.</li> <li>• Andy Cawelti will be returning in fall 2019, so the Smog Inspection class will not be offered in spring 2020. The class is offered at Oxnard College. The attendees were asked to let people know that Ventura College will be hiring a part-time Smog Inspection instructor to teach in fall 2020.</li> <li>• The automotive industry has a need for hybrid automotive training courses. The faculty are participating in a national level hybrid course development effort with Toyota Technical, support for the effort has been hard to get from the college.</li> <li>• The group expressed the need for hybrid vehicle training and supports the development effort.</li> </ul> |  |  |  | <p>A motion was passed to look into offering an automotive hybrid course at Ventura College and how to support the development effort and implementation.</p> |
| Automotive Department Budget Fiscal Year 2019 | <ul style="list-style-type: none"> <li>• Lottery Funds for fiscal year 2019 was \$5,510.</li> <li>• Perkins Funds allocated for NC3 Certificate Kit and Workstation supplies</li> <li>• Still trying to resolve issues with items purchased with Perkins funds.</li> </ul>  |  |  |  | <p>Eric Irwin Update, NC3 Torque Kit has successfully been purchased.</p>   |
| Automotive Department Budget Fiscal Year 2020 | <ul style="list-style-type: none"> <li>• Perkins funds were used to purchase a DMM Certification Kit and pay for Professional Experts.</li> <li>• The district is working on obtaining Strong Workforce funds for the automotive department, but the automotive department has no further information.</li> <li>• The General Automotive budget for Maintenance/Repair is \$425. The program did receive increased support for this fiscal year in the general 111 budget.</li> <li>• Lottery Fund is \$5,510. The funds can only be used for classroom instructional supplies under \$200.</li> <li>• T-Ten funds support ASC certifications for T-Ten students.</li> </ul> <p>Discussion took place whether to use T-Ten funds to pay for an automotive graduation recognition ceremony in May 2020.</p>  |  |  |  | <p>The advisory council voted to use T-Ten \$50 per student funds to pay for the graduation recognition ceremony in May 2020.</p> <p>Eric Irwin</p>           |

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| Adjournment | The meeting was adjourned at 9:24 a.m. |  |  | Eric Irwin |
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