

**College of the Redwoods  
Manufacturing Technology Advisory Committee  
Meeting Minutes**

Tuesday, May 9, 2017  
6:00 - 7:00 PM

Eureka Main Campus Room AT133F (Machine Laboratory Computer Room)

The meeting was called to order at 6:11 PM

1. Welcome and Introductions

Committee members present:

Anne Brown Crawford	Arcata High School
David Enos	McKinleyville High School
Mike Finley	O & M Industries
Susi Huschle	Humboldt County Office of Education
Suk Choo Kim	CPR Aquatic
Will Maderas	Wallace & Hinz
Mike Peterson	College of the Redwoods
Josh Rice	Humboldt Redwood Company
Nick Shull	College of the Redwoods
Jason Sidel	Arcata High School
Dave Stevens	Eureka High School

2. Program Update:

a. ATMAE

ATMAE Accreditation for the MT program was reaffirmed last November.

b. Curriculum

i. Nonsubstantial Change to Degree Requirements

Catalog information for this program needs to be updated to reflect current offerings for elective courses. A requirement of filing the nonsubstantial change documents is that the changes must reflect the thinking of the advisory committee, as indicated in advisory committee minutes that are submitted as part of the proposal. This committee agreed that the changes are warranted; the degree requirement should show current offerings for elective courses.

ii. Mechatronics Technology Certificate of Recognition

A current goal of the program is to offer a credential in Mechatronics Technology. Curriculum has been developed and the program initiation process will start in the Fall 2017 semester.

iii. MT-40

The course outline for MT-40, Independent Study in MT, was updated to reflect a new administrative procedure (AP 4101) that allows this variable unit course to be offered for up to 3.0 units instead of 2.0 units.

c. Program Statistics

Data shows that last year's enrollments were down slightly after a year of a very high-level of enrollment. This illustrates the cyclical nature of demand for this program.

d. Grants

i. \$200M Strong Workforce Regional Collaboration

A new manual lathe and a new Haas Minimill Vertical Machining Center have been ordered using these funds.

ii. CTEA

A new Coordinate Measuring Machine has been delivered, purchase using CTEA funds. Next year's CTEA allocation will be used to purchase a precision laser metal-cutting machine.

iii. SWF Set Aside

Additional funds are available through the SWF grant. These funds will be used to enhance the CET courses and will help with the effort to create a Mechatronics Technology certificate.

3. Review of Program/Course Outcomes/Goals

All course and program learning outcomes were included in the meeting packet. Revisions to these outcomes will be preceded by committee input. A new certificate in Mechatronics Technology is being developed to appeal to a wider audience of students.

4. Industry and Employment Trends

a. Committee Recommendations for Program

- Need more outreach to the high schools.

- Pursue Dual-Enrollment in MT at Fortuna High School and Arcata High School.
- There is a need for local prototyping companies.

b. Skill Set Gaps

- There is agreement that soft skills and work readiness need to be emphasized.
- Companies cannot find qualified employees that have good work ethic.
- Communication skills are as important as technical skills.
- This area needs skilled labor training that covers more hands-on skills.

5. Announcements

- The First Friday of October is National Manufacturing Day. This program will hold an event this year.

The meeting was adjourned at 7:06 PM