

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

Thursday, May 31, 2018

6:00 - 7:00 PM

Eureka Main Campus Room AT133F (Machine Laboratory Computer Room)

The meeting was called to order at 6:09 PM

1. Welcome and Introductions

Committee members present:

Steve Cole	Marimba One
Kenny Ingalls	South Fork High School
Kerry Mayer	College of the Redwoods
Cat Ory	College of the Redwoods
Mike Peterson	College of the Redwoods
John Schmidt	Shasta College
Dave Stevens	Eureka High School
Danny Walker	College of the Redwoods

2. Discussion Items

a. Minutes from Last Meeting

b. ATMAE

The program is currently preparing for a Spring 2019 accreditation team visit from ATMAE.

c. 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. Additional Certificates of Recognition

This program will pursue additional Certificates of Recognition that are tied to recognizable job titles such as Mechanical Technician or CNC Operator.

d. Program Plans

The meeting packet has a page titled, "Program Plans from the 2017 - 2018 Program Review Report." The unfilled ISS 3 position is critical and affects all other program plans which include laboratory equipment upgrades, new curriculum and credentials, and professional development.

e. Grants

i. \$200M Strong Workforce

A new manual lathe and a new Haas Minimill Vertical Machining Center have been installed using these funds. Additional electronics test equipment and supplies will be ordered. An industrial waterjet cutting machine is an appropriate and relevant use of these funds.

ii. CTEA

A Boss laser cutting machine has been installed.

f. Validation of Program/Course Learning Outcomes

All course and program learning outcomes were included in the meeting packet. Revisions to these outcomes will be preceded by committee input.

g. Industry and Employment Trends

- Companies have difficulty finding employees that have good work ethic.
- This area needs skilled labor training that covers more hands-on skills.

h. Committee Recommendations for Program

- Need more industry relationships for a stronger committee and student opportunities.
- Pursue Dual-Enrollment and Concurrent Enrollment in the High Schools.
- Integrate Fusion 360 into CAM courses.
- Create more marketing

i. Skill Set Gaps

- Soft skills and work readiness need to be emphasized.

j. Announcements

- Manufacturing Day is Friday, October 5, 2018.
- This program will have one associate faculty instructor in Fall 2018.
- CR to Waive Enrollment Fees for New Full-Time Students.

The meeting was adjourned at 7:15 PM