



## APPLIED TECHNOLOGY, TRANSPORTATION AND CULINARY ARTS DIVISION

### AUTO COLLISION ADVISORY MEETING

Thursday, March 6, 2014

11:30 a.m. – 01:00 p.m.

1. Welcome - Introductions & Luncheon
2. Approval of March 14, 2013 Minutes
3. Student Enrollment – Additional Auto Collision 020 Courses
4. Curriculum & Certificate Updates:
  - a. Estimating 028 & 029 starting Fall 2014 – Applications being excepted
5. Future Classes & Certificate Needs: Street Rod, Basic Vehicle Construction and Upholstery
6. Articulating with Local Colleges
7. Internships
8. New book – Collision Repair and Refinishing 2<sup>nd</sup> Edition by Thomas & Jund 2014
9. Donations: I-CAR Foundation:
  - a. Maguire's Head Light Polishing Kits
  - b. 3M De-nibbing and polishing Kit
10. Genuine Auto Parts - Presta Polishing and Buffing Products
11. Kenny Melancon, Diesel Instructor – Chains and Binders for Frame Machine
12. Mike & Manuel, Zeus/HB Body Products, Plastic and Body Repair Supplies
13. 2013 – 2014 Purchases:
  - a. Tool boxes with body hammers
  - b. dollies and a variety of sanding blocks
  - c. Snap-On Roll-a-Away box with tools and inventory system
14. Ingersoll Rand sanders and grinders
15. Budget was decreased \$14,961.82 , Most Amount from any Department
16. 2014 -2015 Equipment, Instructional and Professional Exerts Needs
  - i. Pro-Spot Welder with attachments
  - ii. MIG welders for new ventilated welding booths
  - iii. Air movers for spray booth and lab
17. Certificate Counts (Approximate) AS Degree – 1, Advanced – 6, Basic - 36

# AUTO COLLISION ADVISORY MEETING

## MINUTES

MARCH 06, 2014

11:30AM

T-118A

<b>TYPE OF MEETING</b>	Advisory Meeting
<b>FACILITATORS</b>	Mark Williams, Manuel (Sonny) Loera
<b>NOTE TAKER</b>	Sharen Chavira
<b>ATTENDEES</b>	Tim Brown, Samuel Funn, Wayne Funn, Sergio Gonzalez, Jason Hernandez, Manuel Loera, Albert Maniaol, Andrew Mascorro, Kent Melancon, Carlos Montes, Mark Scheurer, Matthew Spears, Yuri Ulloa, Mark Williams, Randall Wilson

Approval of March 14, 2013 Minutes – Minutes approved

<b>TOPIC</b>	<b>STUDENT ENROLLMENT</b>
During the spring 2014 semester we offered seven (7) classes in Auto Collision. Enrollment capacity for these classes was between 20 and 25, every class closed at maximum enrollment.	
The demand for Auto classes is in need and new classes are being implemented to meet more student needs.	
<b>ADDITIONAL INFO</b>	During the summer 2014 semester, two sections of Auto Collision will be offered.

<b>TOPIC</b>	<b>CURRICULUM &amp; CERTIFICATE UPDATES</b>
During the fall 2014 semester we will be offering largely demanded estimation classes. <i>Auto 028-Damage Analysis and Estimating</i> ; and <i>Auto 029-Estimating</i> . We did have an instructor who was able to teach both classes but due to scheduling, now cannot teach the classes.	
<b>SIDE BARS OF MEMBERS:</b> Preference in the classroom is CCC because that is what is used most in local shops. One Member noted that: ADP & CCC are used less then Mitchell	
<b>NOTE:</b> As of today, 4/16/14; we believe we have found an instructor for the classes.	

<b>TOPIC</b>	<b>FUTURE CLASSES &amp; CERTIFICATE NEEDS</b>
When the budget was cut, courses were also cut so we are now trying to revamp our department. The Street Rod and Basic Vehicle Construction & Upholstery curriculum has been written and in the works of receiving curriculum approval, hopefully we can offer these courses in the fall 2015 semester.	
<b>ADDITIONAL INFO</b>	These new courses will need to be implemented in either an existing certificate or a new certificate and whether or not we would want them in an "advanced" certificate. Auto 020, 022, 024 and 026 equals a "basic" certificate. Along with the "basic", the addition of general auto and auto alignment equal an "advanced" certificate.

<b>TOPIC</b>	<b>INTERNSHIPS</b>
We would like an entry-level program for advanced auto students. This program would actually depend on other classes the students are taking, students could possibly work three (3) days a week.	
Local shops could outline specific schedules and they most likely would be willing to work with the students. Interning students could work around the shop schedules.	
An interest was expressed to meet with <i>Cal Auto Body Association</i> to discuss a possibility for this program. The main concern is if students get injured on the shop site, what is the college protocol for off-site injuries, or is this something that students are doing on their own time.	
Should the internship program happen, during this time in order to assist students with seeking employment, shops can incorporate basic skills, how to write resumes, conducting "mock interviews", etc...so the students can be better prepared when it comes to interviewing and seeking employment.	

<b>TOPIC</b>	<b>NEW BOOK</b>
<p>The <i>Collision Repair &amp; Refinishing</i> textbook 2<sup>nd</sup> edition that is being used has far less mistakes, additionally, that same book is used for all four (4) auto collision classes. The goal is to try and get students used to the same type of questions that are used on the ASE test and getting used to how the ASE questions are structured.</p>	
<b>TOPIC</b>	<b>DONATIONS</b>
<p>We get surveys from companies and once we complete them, we receive other surveys which some may result in donations.</p> <p>A donation received from ICAR a year ago was a palate of polyester putty with guns, however as generous as the donation was; the cartridges were all dried out and were sparsely used.</p>	
<b>TOPIC</b>	<b>CHAINS DONATION</b>
<p>Kenny Melancon (SBVC diesel instructor) arranged to have a donation made of chains to hold down vehicles while on the racks.</p>	
<b>TOPIC</b>	<b>2013-2014 PURCHASES</b>
<p>We were able through additional funding, to purchase toolboxes which are numbered and make it much more convenient for students to avoid additional trips back and forth to our Tool Room.</p> <p>Also purchased was a big rollaway Snap-On Tool Box for the frame classes.</p>	
<b>ADDITIONAL INFO</b>	The tool box was shown to the advisory members.
<b>TOPIC</b>	<b>INGERSOLL RAND SANDERS AND GRINDERS</b>
<p>We have accumulated some power tools and are starting to upgrade our tools to keep up with the industry demands. Thank you to our Advisory Committee members for all their input and discussions regarding the tools local shops and industries are using.</p>	
<b>TOPIC</b>	<b>BUDGET DECREASE</b>
<p>In November, some of the auto collision budget was taken away; our department was the highest hit with this decrease. We are trying to get back monies and make sure that this short-fall gets rectified.</p>	
<b>TOPIC</b>	<b>2014-2015 EQUIPMENT</b>
<p>The needs for the next fiscal year were discussed during the meeting. We currently have professional experts in different locations around the auto collision areas to make certain students are conducting themselves and those around them in a safe professional manner. The professional experts are helpful when the instructors are in different locations themselves. Currently there is a lab technician which we are trying to work a position into the general budget for a full-time person.</p> <ul style="list-style-type: none"> <li>• There is a need to incorporate aluminum welding which requires additional ventilation</li> <li>• We need air movers – currently have hand held but this is not sufficient</li> <li>• The welding department is going to be renovated during this fall 2014 semester</li> </ul>	
<b>OTHER ITEMS</b>	Donations from other agencies/shops is very much appreciated and is always welcomed for the betterment and enhancement of our students and making our students the best possible candidates in seeking employment.



## Auto Collision Repair and Refinishing Advisory Meeting

March 14, 2013

11:30 AM – 1:00

Auto Collision T-118

### Members/Attendees:

Kinde, Haragewen (Vice President of Instruction)

Williams, Clyde (Outreach & Recruitment Tech)

Achala Chatterjee (Dean of Applied Technology)

Richard Jaramillo (Department Head – Automotive)

Mark Williams (SBVC Collision Instructor)

Manuel Loera (SBVC Collision Instructor)

Chris Stoffel (Chief Sales Manager)

Gloria McGee (Valley High ROP Coordinator)

Hill, Rob (Victor Valley High Collision Instructor)

Scheurer, Mark (Genuine Auto Parts)

Paul O'Connell (RCC Director of Automotive)

Yuri Ulloa (RCC Instructor)

Sievers, Jerry (RCC Collision Instructor)

Spears, Matt (Graduate & owner Da' Spot)

Wayne Funn (Graduate & owner Funntastic Auto Works)

Marcus Austin (Funntastic Auto Works)

Jason Lobban (Auto Toyz Inc.)

Julie Barta (CRY-ROP Coordinator)

Curtis Cruz (CRY-ROP)

Will Bodar (CRY-ROP)

Russell, Jeff (SBVC Graduate & Lab Tech)

Sergio Gonzalez (SBVC Graduate & Lab Tech.)

Jason Hernandez (SBVC Graduate & Lab Tech.)

Lindsey Lewis (SBVC Certificate recipient and Federal Work Study Student)

Aaron Gutierrez (Genuine Auto Parts & Paint and Graduate)

Welcome

Introductions & Luncheon

April 2012 Minutes

Curriculum & Certificate Updates

Future Classes & Certificate Needs: Street Rod

Articulating with local Colleges

Skills USA

2012 – 2013 Purchases

2013 -2014 Equipment, Instructional and Professional Exerts Needs

Manuel (Sonny) Loera, SBVC Collision Instructor, opened the meeting with a welcome and introduction of those present. After introductions and luncheon, a copy of the existing courses and certificates were handed out for review.

## CURRICULUM AND CERTIFICATES

- Sonny stated that we completed our fourth semester using the new curriculum courses, which are Auto 020, Non-Structural Body Repair, and Auto 022. Non-Structural Collision, Auto 024, Structural Analysis and Damage Repair, Auto 026, Auto Collision Refinishing. The classes are designed to move students from their first classes through the program to employment in local Collision & Refinishing industry. The program formerly took 3 years to complete and when the curriculum was revised, students can complete the certificate in 1 year. At present, there are two certificate programs:

Basic Auto Collision Repair & Refinishing Certificate

Advanced Auto Collision Repair & Refinishing Certificate

Mark Williams added that the new courses were operating at maximum capacity and were very student user friendly with over 120 students on the waiting list.

Rob Hill suggested that with such a large waiting list that we should offer some summer courses to ease up on the wait. Mark responded that if there were FTE funds and an available instructor, possibly that could happen.

Mark Scheurer suggested that if there is a need in the community, and then add more classes or sections to satisfy the needs. The committee agreed that we should seek funding and space to add more classes.

The Auto 024, Structural Analysis and Damage Repair course adding the new Velocity Computerized Laser Measuring system to its arsenal of teaching tools. The Velocity is in its second semester of use and is used every day of the course.

Students may attend classes mornings, afternoons, nights or Fridays or any combination of the four and achieve a certificate much faster, which places them in the work force sooner. The results are outstanding with 32 certificates and 3 AS Degrees by the May of 2012.

The next item was where to add Estimating, Street Rod and Basic Vehicle Restoration to the Certificate program.

Chris Stoffel said that we had discussed this topic at our last meeting and added that there was still a need for Collision Estimators and Street Rod Techs in the Inland Empire.

Mark Scherer added that Estimating would be an excellent certification by itself as well as a Street Rod and even Upholstery too.

Yuri Ulloa added that the upholstery classes at Riverside Community College are packed and that there has been a huge waiting list for years and that there is a need for an Upholstery Certificate in the Inland Empire too.

Jason Lobban asked "What are the chances of adding new certificates, such as Estimating, Street Rod and Upholstery?" Mark Williams replied, "A whole lot of work and meetings!" Manuel Loera seconded that. Mark said he would check with Dean and or Curriculum Committee and start the project of adding new certificates and finding funding for those addition courses.

The Articulating courses with local colleges was the next topic. Mark Williams said that students in the Inland Empire, from Big Bear to Corona and Pomona to Palm Springs are attending our courses and, bringing local college course transcripts for him to evaluate and merge into Valleys Certificates. Williams added, since we all are teaching similar classes, we need to adjust our curriculum and make all courses compatible. Yuri Ulloa added that RCC was still revamping their Collision & Refinishing Curriculum and was very much interested in articulating with SBVC. Yuri Ulloa recommended that a new course of General Automotive would be recommended to expedite the certificate process. The course would consist of Front End Alignment & Brakes, Body Electrical, A/C and Safety Restraint System. Mark Williams agreed and said that we, (SBVC & RCC) could work together on the new course project and get it implemented into the Curricu-net, in the Fall 2014

#### EQUIPMENT NEEDS for 2013- 1014

- Refinishing safety equipment, respirators
- MIG & TIG welding tables/stations, Plasma Cutters as well as Safety curtains between the welding tables and shop.

Frame straightening equipment (chains, clamps, hydraulic jacks and specialty tools).

Air movers are still required for our new spray booth

- Chief Frame machine maintenance on the frame rack, but it needs professional service occasionally by Chief to ensure that it is maintained properly.
- We need replacement hand tools and power tools, Dent Fix equipment,  
Welding supplies and safety equipment including helmets, gloves and eye protection.
- We often need to revise our Perkins plans because of the new laws. The manager of Perkins funds will allow tweaking of the plans as new laws create new needs.

Plasma Arc

Air movers

Refrigerated Compressed Air Drier/Compressor

Hand & Power tools with Boxes

Updating Genesis Measuring System

#### NEW EQUIPMENT PURCHASED THIS YEAR

1. Snap-On tool box & tools with foam inventory system
2. NAPA roll-a-way tool boxes for tool storage
3. 2- Maxi's by Dent Fix with attachments

#### NEXT MEETING

- The group agreed that lunchtime is better than evenings.
  - ◆ The next meeting of the advisory committee will be in Spring 2014.

Meeting was adjourned at 12:55pm and a tour was given for several members.