



**DIVISION OF INDUSTRY & TECHNOLOGY
DIVISION COUNCIL MEETING**
Location: Industry & Technology Conference Room, TA-102
Thursday, May 16, 2013 – 1:00 p.m.

I. Call to Order

Dr. Stephanie Rodriguez, Dean, called the meeting to order at 1:00 p.m.

In Attendance (by sign-in)

Dean, Dr. Stephanie Rodriguez; Associate Dean, Daniel Shrader.

Faculty: Robert Beaudoin, Vera Bruce-Ashley, Steve Cocca, Ross Durand, Patricia Fairchild, Mark Fields, Hiram Hironaka, Ed Hofmann, Kevin Huben, Richard Hughes, Lee MacPherson, Douglas Marston, Renee Newell, John Ruggirello, Jack Selph, Harry Stockwell.

Staff: Mike Newton, Lois Peck, Valencia Rayford, Denise Spurlock (Recorder).

Absent: Victor Cafarchia, Eric Carlson, Mark Fields, Ray Lewis, William Melendez, Vivian Nemie, Dan Richardson, Mike Stallings, Merriel Winfree.

II. Accreditation Status

A. SLO Update:

Pati Fairchild reported that the division has done very well in catching up on the number of SLO statements assessed; only a few assessments are still due. Dr. Rodriguez thanked everyone for their hard work on this.

Steve Cocca noted that CurricuNet is sending messages regarding course approvals that are directed to the wrong individuals; Kaysa Laureano is the point person and should be notified.

Pati reported that two other software programs are being evaluated for use with SLO assessments; it is likely that the TracDat software will be selected.

B. Now Online: Information was made available about the following websites:

- i. Student Success Scorecard <http://scorecard.ccco.edu/scorecard.aspx>
- ii. El Camino College Mission Statement and Strategic Initiatives
<http://www.elcamino.edu/about/mission-statement.asp>
- iii. Behavioral and Social Sciences SLO Documents
<http://www.elcamino.edu/academics/behavioralsocial/SLOdivisiondocs.asp>
- iv. Industry and Technology Division page <http://www.elcamino.edu/academics/indtech/>

III. Advisory Committee Dinner

The Division's annual advisory dinner held on April 25, 2013, was very well attended. Denise asked that the department packets and minutes be submitted as soon as possible.

After discussion, it was agreed that the 2014 advisory dinner should be scheduled for Thursday, April 24, 2013, with check-in at 5:30 p.m. and dinner served at 6:00 p.m.

IV. Changes in Financial Aid and Impact on Students

Dr. Rodriguez reviewed various changes being made in eligibility for federal financial aid. Students need to be encouraged to apply for the highest degree to be eligible (e.g. an associates degrees rather than a certificate).

V. Other Business

- A. Budget Announcements: It was announced that, effective July 1, 2013, part-time and casual employees cannot work more than 25 hours a week; this is a result of the provisions of the Affordable Health Care Act.
- B. Schedule Development – Spring 2014: Denise reported that the first draft of schedules for Spring 2014 will be distributed in the next week.
- C. Parking Concerns: Steve Cocca expressed concern about the difficulty of parking in the general area because of construction. He feels that those holding staff/faculty parking permits should be able to park in visitor stalls. There was also discussion regarding the possibility of the college providing a shuttle from the parking structure.
- D. Conference Reimbursement Requests: Faculty who have receipts should submit them to Jonelle as soon as possible for processing.
- E. Honda Internships: Pati Fairchild reported that Honda Research and Development is accepting applications for 16-week paid internships in the following areas: electrician, CATIA, auto body.

There being no further business, the meeting was adjourned at 2:05 p.m.