

EL CAMINO COLLEGE  
INDUSTRY AND TECHNOLOGY DIVISION  
Welding Department Meeting  
May 13, 2014 – 1:00 p.m.

PRESENT: Stephanie Rodriguez, Daniel Shrader, Renee Newell, Mike Newton, Matt Hutcherson.

PLAN BUILDER UPDATES: **Action Item (Daniel, Renee):** Plan Builder for 2014-2015 needs to be updated. Dan will investigate Renee's access.

CURRICULUM REVIEW: Changes to be considered/implemented: D1.5 – bridge work; CNC into (CADD curriculum); Fab Weld 45A, 45B; hand tools course; measurement, CNC future. It was noted that the job search site Indeed.com says that lab time equates to experience.

SLO ASSESSMENTS: Done.

PROGRAM REVIEW: Should include grades, numbers of certificates, etc.

SCHEDULING ISSUES: The summer ACRP class will close for ½ hour for lunch break. TIG class in the morning in the future.

COMMUNICATION PROBLEMS WITHIN DEPARTMENT: There needs to be better communication regarding repairs and maintenance.

MAINTENANCE REPAIR REPORTS AND SCHEDULING: **Action Item (Mike):** There should be a general maintenance schedule; there was one in the past. Other areas discussed: weld booth inspection/maintenance, clarification regarding WD-40 use.

PURCHASING – GASES: Daniel – mix-up in Weld manual. Matt will order grease gun. Mike is responsible for service work orders. Renee and Matt will prepare a list of supplies. Robin – purchasing key.

SHOP SECURITY: **Action Item (Daniel):** Daniel will follow up on the rekeying project.

OTHER: Student accomplishments were reviewed including 2 AS degrees in Welding Technology, 4 D1.1 certifications and 1 welding certificate. The CAA welding cohort continues to be popular with students. On their recent tour, JPL was impressed with the welding program and faculty.