



AUTOMOTIVE ADVISORY BOARD MEETING DRAFT MINUTES

May 15, 2019 / 6:00pm / Room 816

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

	Agenda Item	
1.	Welcome and Introductions Brian 6:06pm called meeting to order Members present: Bob Paredes, Brian McKee, Brian Hagopian, James Weston, Jeff Pawlowski, Terry Johnson, Ed Woodworth.	Chair
2.	Approval of Prior Meeting Minutes MSC: Weston/Johnson Approved unanimous	Chair
3.	Industry Update – No Report	
4.	Faculty Report	
	<ul style="list-style-type: none"> • Enrollments and Completions Spring 2019 – See handout; Fall 2019 – Opened 2 weeks ago; six weeks of registration remaining 	Faculty
	<ul style="list-style-type: none"> • Curriculum Updates NATEF Certification Update presented by faculty member, Brian Hagopian. Self Study – The Study is complete! Site Visit – Have been assigned a site visit leader; paid the fees; the process for the site visit, review documentation, look around, inventory of equipment to meet Master's level accreditation; curriculum meets approval, hours meet with guidelines Timeline – Brian provided dates; it will either be the last week of September or first week of October; they do not give an approval date. Woodworth – Would you do it again? Brian – yes, in fact I'll have to in five years; he has all the files electronically so ready for the five year renewal. Parada – Snap On – Can a student jump in at any point? Hagopian – the only classes that have prerequisites are L1 and L8; Explained in guided pathways; ITEM #7 reference this section. And ITEM #8; able to complete the certificate in 3 semesters. 	Faculty

			<p>Recommendations from the Advisory Board</p> <p>5. Developing a new degree and certificate: AS Automotive Service Writer Certificate of Achievement MSC: Powloski/Weston Approved unanimous</p>	Board Members
			<p>Other Items</p> <p>6. Hagopian – Completed a redesign of the program website. Has addressed Guided Pathways, which is a process for students to be able to move through the program more efficiently; and, has developed mapping documents outlining what students need to do step by step; very easy to understand; illustrated the certificate (show the rotation of classes – click link to show when classes are routinely held); Website lists the course outlines for each class.</p>	All
			<p>7. Next Regular Meeting: (Date)</p>	All
			<p>8. Adjournment 6:51pm</p>	Faculty