

VENTURA COLLEGE
Minutes of Diesel Mechanics Advisory Council
Date: November 17, 2021

Present: Blane Schloo, Felicia Duenas, Kim Hoffmans, Raquel De Los Santos, Ed Gibbs Sr. Ed Gibbs, Anne King, Gerry Pardoja, Joseph Martin
Minutes: Eileen Crump

Agenda Item	Summary of Discussion	Action (If Required)	Assigned to:
Call to order	The meeting was called to order at 3:35 p.m.		Blane Schloo
	There was a motion to approve the April 15, 2021 Diesel Advisory Board meeting minutes.	The meeting minutes were approved.	Blane Schloo
Fall Updates	<p>Currently there are 29 students enrolled in the Diesel Mechanics program.</p> <ul style="list-style-type: none"> • One student will complete in December 2021. • Five students will complete the program in May 2022. • One fast track student will complete in August 2022 and enter the military. • Two students will complete the program in December 2022. • There are twenty new students in the Diesel Mechanics Program. • Two female students were enrolled in the fall 2021 semester. 		Blane Schloo
Internships	<p>During the 3-week winter break there will be internship opportunities with Gibbs Trucking.</p> <p>The internship program will discuss interviewing, resume writing and job application process in addition to working on diesel trucks. The Gibbs Trucking HR director will participate in the discussions.</p> <p>When planning the internships consideration should be taken on the length of internship, in order to avoid interfering with students' own jobs.</p> <p>The aim of the Diesel program is to have students pass the first year then obtain a part-time diesel mechanics job the second school year.</p>		Raquel De Los Santos, Blane Schloo, Ed Gibbs, Ed Gibbs Sr.

	<p>The Diesel Mechanics program offers twenty-nine different industry certificates and two from Ventura College.</p> <p>Students can achieve Diesel Engine Repair Certificate the first year.</p> <p>The Career Center will assist diesel mechanic students with resume writing, job applications and job interviews.</p> <p>The Career Center offered to give a workshop to Diesel Mechanics supervisors who are working with interns. A workshop on "Expectations and Best Practices for Supervisors" is available if requested by industry partners.</p>		
<p>Diesel Mechanic Student Survey</p>	<p>The Automotive Program survey model was used to survey the Diesel Mechanic Students.</p> <ul style="list-style-type: none"> • Administered survey to 26 students (current and graduates) • Survey administered between November 8-12, 2021 • Survey was sent via text message. • 15 respondents (58% response rate) <p>13 Respondents</p> <ul style="list-style-type: none"> • Eight students were interns at Gibbs Truck Centers. • One student from Quinn Company. • One student from Artisan Vehicles. • Two students listed their own names rather than their employer's name. • One student responded that they did not participate in an internship. <p>Questions on Survey</p> <p>Reasons for Participating in Internship</p> <ul style="list-style-type: none"> • Determine if this company is where I want to work after completing the Diesel Program. • Determine if this is an appropriate career choice. • Get hands-on experience. • Earn money. • Develop technical skills. <p>Area of Strength</p> <ul style="list-style-type: none"> • I received frequent hands-on experience. • My supervisor was usually accessible. 		<p>Felicia Duenas</p>

	<ul style="list-style-type: none"> • There were many opportunities to apply school training. • My duties were made clear to me from the beginning of the internship. • My internships was helpful to my career development. • I received frequent supervision. • There were many opportunities to develop human relations skills. • There were many opportunities to develop communication skills. • My duties were meaningful and provided value to the company. • I gained interpersonal and communication skills. <p>Areas for Improvement</p> <ul style="list-style-type: none"> • I received frequent feedback on my progress and abilities. • There were many opportunities to develop technical skills. • I was provided with an increase level of responsibility as the internship progressed. • My supervisor provided helpful feedback on my performance. • I gained specific skills applicable to my career choice. • I am more likely to pursue a career as a diesel technician than I was before my internship. • My internship activities matched my initial expectations. • The company was well prepared for an intern. • There were many opportunities to diagnose and solve problems. • I met with my supervisor on a regular basis to discuss my experience and tasks. <p>Can add additional questions to next year's survey.</p>		
Curriculum Updates	<p>Current COA</p> <ul style="list-style-type: none"> ▪ DM V10 Diesel Preventive Maintenance – 2 units ▪ DM V10L Diesel Preventive Maintenance Lab – 1.5 units ▪ DM V12 Electrical/Electronic Systems – 3 units ▪ DM V12L Electrical/Electronic Systems Lab – 3 units ▪ DM V26 Diesel Engines – 2 units ▪ DM V26L Diesel Engines Lab – units 3 ▪ DM V28 Diesel Fuel Management Systems – 2.5 units ▪ DM V 28L Diesel Fuel Managements Systems Lab – 3 units <p>Total 20 units</p>		Felicia Duenas, Blane Schloo

	<p>Proposed COA</p> <ul style="list-style-type: none"> ▪ AG V11 Introduction to Diesel and Agriculture Mechanics - 2-3 units? (New course. Use DM V11 and remove lab.) ▪ DM Introduction to Shop Skills - 1.5 units? (New course. Use DM V11 lab content.) ▪ DM V12 Diesel V12 Electrical/Electronic Systems – 7 units (Course revision combines lecture DM V12 and lab DM V12L) ▪ DM V26 Diesel Engines – 6 units (Course revision combines lecture DM V26 and lab DM V26L) ▪ DM V28 Diesel Fuel Management Systems – 6 units (Course revision- combines lecture and lab DM V28 and DM V28L) <p>DM V42 Hydraulic Systems – 3 units (Course revision – combines lecture DM V42 and lab DM V42L. DM V42 formerly part of 2nd COA)</p> <p>Total 25.5 units</p> <p>The lecture and lab classes are being merged because some students pass the lecture and fail the lab or vice versa. Combining the classes will help students put equal effort in both the lecture and lab.</p> <p>The course catalogue description for diesel mechanics courses will references time for lab and lecture. Schedule of classes will show separation of lab hours and lecture hours. Consider adding this information to marketing material.</p> <p>Consideration is being given to offering noncredit short-term classes that can lead students to the Diesel Mechanics program.</p> <p>Consideration is being given to offer an introductory class on exploring job opportunities in the diesel mechanic field. The class would include not only diesel trucks, but also agriculture, oil, and construction industries.</p> <p>Ventura College will continue outreach to high school students.</p>		
Spring Advisory Meeting	The next Diesel Mechanics Advisory meeting will on April 14, 2022.		Blane Schloo
Adjournment	The meeting was adjourned at 4:54 p.m.		Blane Schloo