## Air Conditioning and Welding

**Department Meeting**  
**November 27, 2013**

### Members Attending:
- Lanny Richardson – on leave
- Famm Douangchampa
- Ben Eisley
- Richard Anderson
- David Hering
- Darrow Soares
- Daniel Garcia

### Topic | Updates/Discussion | Outcome/Action Needed/Action Taken
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1. Notes from Division Meeting  
Darrow’s Report:  
- Beginning Spring 2014, Dept Chairs will meet the 2nd Tues of each month  
- All Perkins Requests must be in ePIE. New forms will be coming out soon.  
- Growth likely in winter and summer. New VPI would like to see data if we add sections. The Division is not sure how we will get this data.  
- Student success data: we have to be diligent with the number of certs and degrees awarded since 2003: if they fall below 10, we have to reconsider them.  
  - Information

2. New information on Scheduling classes  
A Word from the Division: The Chairs develop the schedule. Deans will need to know what our process is. We should know patterns and base our methods on them.  
- Consider offering classes on Fridays and Saturdays.  
- This will allow more students to move through our programs.  
- The VPI likes 8 week courses  
  - Information

3. Perkins  
No Perkins activities in December

4. Welding’s 12 month  
Still no word

5. Work Experience

6. Course SLOs  
We need SLOs for both the the AIRC certificate and Degree completed

7. Old Curriculum  
Darrow reported that the curriculum was submitted to Ed Design In May. He has not heard anything back so it must have been approved.

8. Department Announcements  
AIRC: We are not participating in “speed interviews” for Fall semester. They will resume in June 2014  
WELD: Adjunct faculty, John Yount, out on medical leave, Ben Eisley is returning to take his WELD 70C class for the remainder of the semester.

9. Input for Next Advisory Meeting Agenda  
The next Advisory Meeting for Air Conditioning and Refrigeration will be on March 13, 2014. With Lanny on Leave, there is no scheduled BAS advisory
  - Darrow will organize the advisory for AIRC courses.

10. Facilities Issues  
- Shop lighting continues to be an issue, especially during evening classes.
  - Information

11. Adjourned  
Adjourned

Meeting was Adjourned  
Respectfully submitted, Darrow Soares

### Issue Bin/Items for Future Agenda: