## Architecture, IDE, Manufacturing Department Meeting

Aug. 22, 2014 12:30 – 3:00 p.m., Bldg 13 Room 2250

**Present:** Ignacio Sardinas (chair), Steve James, Robert Ho; Robert Perkins, Shelley Takahashi, Mason Core, Sharon Spoto,

<table>
<thead>
<tr>
<th>ITEM/DISCUSSION</th>
<th>Discussion/Updates</th>
<th>OUTCOME / ACTION NEEDED OR TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Review/Approval of Prior Minutes</td>
<td>Approval of June Meeting Minutes tabled until Sept.</td>
<td></td>
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<tr>
<td>2 Prior Mtg and Unresolved Business:</td>
<td>Manufacturing website needs to be updated.</td>
<td>Steve and Mason are improving site</td>
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| 3 Department New Business: | Notes: division meeting  
> State wide issues  
> College wide issues  
> Division wide issues  

Scheduling issues  
Enrollment issues  
Student classroom issues  
Budget review/issues  
> Dept budget  
> ARCH Income Gen | Attempting to fill classes 90% and above.  
IDE Scanning stations set up in 303a and 310.  
Copier in Bldg. 13 near end of life cycle. |
PERKINS requests will include substantial requests for student aides.

WIP Spending Down, Order items early so shipment is received by Final Date Nov. 30.

Course SLOs

Program SLOs

4 year curriculum review

Note: This discussion and approval must be documented and the minutes attached to all 4 year reviews submitted through webcms. **Use bold and the highlight function to clearly point out dept approval.**

Modified / new curriculum

Note: This discussion and approval must be documented and the minutes attached to all course modifications and new courses submitted through webcms. **Use bold the highlight function to clearly point out dept approval.**

Surveys

Department Marketing
  >Webpage
  >Outreach

Committee reports
  >Faculty association
  >Faculty senate
  >Other

Dept. Announcements
  >

Outreach Efforts Underway. Meeting with Marie Tyra – Winter Intercession collaboration

Fall Dept. Meetings will be held on the 2nd and 4th Tuesday of each month at 11:00-Noon.

Preliminary Draft for Spring Schedule due mid
### Input for Advisory Mtg

- Facilities Issues
- Computer Issues
- Equipment Issues
- Clubs and Events
- Uncategorised Issues

### Mtg Closing & Future Issues

<table>
<thead>
<tr>
<th>Item</th>
<th>Details</th>
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<tbody>
<tr>
<td>Next Meeting Date</td>
<td>Sept. 9th 11:00 a.m.</td>
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<tr>
<td>Approval of Minutes</td>
<td>Motion by Iggy Sardinas, Second by Rachael Brown, Vote</td>
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<td>Adjournment Time</td>
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**Max's Report**

**Iggys Report**

**Mason Report**

**Darrens Report**

**Steve's Report**

**Robert Hos Report**