**Air Conditioning and Welding Department Meeting**  
September 25th, 2013  
12:00 - 1:00 pm

### Members Attending:
- Lanny Richardson – on leave
- Famm Douangchampa
- Ben Eisly
- 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:  
- 1st down load for Spring 2014 is October 1st. We should consider making changes now.  
- Possible $371K for Instructional Equipment: low but better than nothing.  
Darrow will contact Lanny (on leave) for information on BAS. BAS courses were low for Fall.

2. A Word from the Division: Enrollment  
The new VPI likes data. We should consider the following:  
- We should schedule courses based on numbers; compare semesters and run numbers.  
- May have additions for winter sections  
- Division will closely track FTEs, student demand and completion rates as factors for growth  
- According to the Division, “the sea changed and it's a new day”  
Information

3. Perkins  
Darrow and Danny attended the BOY for Perkins. Darrow says he likes Lisa's style better than his own. Danny Garcia seconded the motion and the vote carried.  
The AIRC and WELD programs like Lisa Ledeboer's style.

4. Lab Parity  
Jemma strongly suggested we get our lecture lab courses in the queue for parity approval  
Darrow will work on AIRC 20 and AIRC 34

5. Work Experience  
Darrow will work with Rachael Brown to maintain work experience participation.  
Information

6. Department Announcements  
Welding: enrollment is strong, new adjunct faculty are working out well.  
AIRC: BAS enrollment is low. AIRC61 has been dropped but the department will try to work harder on enrollment  
Information

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

8. Facilities Issues  
Lanny is on leave until the spring semester. BAS is flying solo.  

9. Adjourned  
Adjourned  
Meeting was Adjourned

Respectfully submitted,  
Darrow Soares

### Issue Bin/Items for Future Agenda: