# ARCH, IDE & MFG Department Meeting

**MINUTES (Approved)**

Feb. 18, 2015 11:00 a.m. – Noon  Bldg 13, 2250

<table>
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<tr>
<th>Members Attending:</th>
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<tr>
<td>X Ignacio Sardinas</td>
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<tr>
<td>X Robert Perkins</td>
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<tr>
<td>X Robert Ho</td>
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<tr>
<td>X Stephen James</td>
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<tr>
<td>X Shelley Takahashi</td>
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<td>X Mason Core</td>
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<td>X Rachael Brown</td>
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<td>X Sharon Spoto</td>
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## ITEM/DISCUSSION

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<th>Approval of Minutes:</th>
<th>Motion made by Iggy and seconded by Perkins to approve the Dec. 9th Minutes with any changes.</th>
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## ITEM/DISCUSSION

1. Prior Meeting Unresolved Business:

- Progress of Grant - Green and Sustainable Building Tech.
- Remediation Plan Strategies Si or Dedicated Tutor

2. Department Review:

- Maintenance
- SLO
- Two/Four Year Curriculum Review
- Certificate Review/Surveys
- VTEA- PERKINS

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<td>March 13 Application Workshop</td>
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<td>March 19 - 5:30 p.m. Advisory Meeting (RSVP by Friday Feb. 20th)</td>
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<td>April 1 - Application due to Dean</td>
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<td>• Student Assistant Department Balances</td>
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### 3. Department Specific and Uncategorized Issues:

**Discussion of IDE Advisory Meeting**

Discussion ensued. IDE and MFG Minutes in prep stage.

**MFG Advisory - Feb. 6th**

**MFG Advisory Board Results**

MFG Advisory recommended adding three classes: CAD class, industrial commerce and GDT.

Moving the contents of MFG 130 into MFG 140. MFG 130 would become a manual CNC programming class.

Perkins and Sardinas developing Agenda for ECT Advisory Meeting on Feb. 20th. Reviewed RSVP list for Advisors.

**ARCH and ECT(INSP) Advisory Board Update**

Nothing to Discuss

**Status of Faculty Evaluations**

### 4. Scheduling Issues

### 5. Enrollment Issues

Sardinas informed us we are under enrolled in many course and the outcome is uncertain. He will review with Dean on the first day of Spring.

### 6. Department Projects

2/11- IDE High School Outreach Robot Workshop with Sierra Vista HS and Baldwin Park HS. This project was arranged by Marie Tyra.

IDE winter high school outreach marketing program. We are targeting design and engineering high schools. 2/4 Fremont Academy, Upland, Joe Martinez; 2/13 Esperanza HS, Yorba Linda, Phillip Ureno; 2/17 Don Lugo HS, Chino, Brian Engstrom. Future outreach to Azusa HS and Gladstone HS on 2/23.

2/18- Tour of IDE shop as a part of the New Faculty Seminar campus tour
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| 7. | Committees & Club:  
| | • Faculty Association  
| | • Faculty Senate  
| | • Our Clubs and Events  
| 8. | Sharon, Mason and Darren:  
| | • Dept. Supplies -  
| | • Need More Computer Storage Capacity  
| | Mason to provide quotes for ARCH. 8 ½ x 11 printer and copier  
| | Discuss Printer in 310 ( 8 ½ by 11 and 11 x 17) and 301A 8 ½ x 11.  
| | Discuss cartridge costs in 13 versus replacing printer 8 ½ x 11 and 11 x 17  
| | Darren recommends for alleviating the storage issue.  
| | Short term recommendation is to purchase a NAS 12 terra byte storage (about $1,800).  
| | In about a year, we would purchase a server ($ 7K- $8K )  
| 9. | Outreach/Articulation  
| 10. | Program Marketing  
| 11. | Announcements  
| 12. | Division Meeting Report  
| 13. | Mason's schedule  
| | Sardinas requested the Schedule for Bldg. 13 (Provided by Mason)  
| | Perkins and Sardinas need to know when ARCH Lab Accounts will be available and need in Excel and paper versions. (Provided by Mason)  
| | Mason needs a meeting with Sardinas and Stahl for printing issues.  

Next Meeting: Thursday, March 12 at 11:00 a.m.  
Adjournment -