MT. SAN ANTONIO COLLEGE MINUTES (Approved) Continued from March 4th

Architecture, IDE, Manufacturing Department Meeting
March 18, 2014, TIME: 11:00 a.m. 12:00pm , Bldg 13 Room 2250

Present: Max Lizarraga (Co-Chair), Ignacio Sardinas (Co chair), Steve James; Robert Perkins (on Sabbatical leave) R. Ho, Mason Core, Sharon Spoto

1. No Prior Minutes on 3/14/14. Discussions were combined with the 3/18/14 meeting.

2. Department Meetings. I Sardinas reviewed Spring 2014 department meeting dates. It was decided to meet in April 15 and 29, Tuesdays at 11:00 a.m. May’s date was set for a Friday, May 16th.

3. PERKINS – M Lizarraga reminded everyone to be sure the Minutes reference items requested through PERKINS.

4. PERKINS – Workshop, March 14th. Iggy and Steve attended the PERKINS Application Workshop. I Sardinas reported the Application is due on Friday 3/28 and Core Indicator Reports will be delivered by March 18th which are needed to complete the Application. I Sardinas confirmed Quotes are not necessary at this time as they would expire too soon. Mason expressed he can begin obtaining quotes when we know what equipment we need and have the quote renewed later. Sharon confirmed with Julie the Application is due electronically to the Dean by April 1st.

5. James recommended we provide potential students an opportunity to see the ins-and-outs of the profession and how a student would be prepared for the career. Maybe this could be accomplished during a summer preprogram weekend event or a boot camp type of event. M Core stated we could use a High School data base or high school counselors to solicit these students. R Ho recommended we present at the upcoming ESL Conference event on campus to pitch our programs because once students complete their ESL classes they would be looking to enroll into a program.

6. PERKINS. Applications. I Sardinas reviewed last year’s Requests and Approvals. It was agreed to increase Conference and Travel and re-request any unfunded equipment. Last year Cal Poly Design Village and Student Tutors were included. The quantity of computers was lowered to 19. New requests are for: 6 lap tops with a cart for field site analysis, Shop Construction Equipment, 3D Desktop Printer. MLizarraga suggested an ELMO Projector, Computers for classroom, Student tutors, Competition supplies. MLizarraga and S James will further discuss their needs. M Lizarraga suggested MFG request s could include 10 HAAS simulators.

7. PERKINS – Top Codes. R Ho will research the use of different TOP Codes and advise later. He suggested we use the main number. ISardinas is inquiring as to why separate numbers were used for ARCH and can they be combined. Several other faculty at the PERKINS meeting agreed having multiple Codes was a detriment which needed fixing. S James indicated EDT was included and maybe the change should be made afterwards.

8. Next meeting will be Tuesday April 15th at 11:00 a.m. Bldg. 13

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