



Industrial Advisory Board for the Bachelors of Science in Industrial Technology Program
At
California State University, Los Angeles

FRIDAY, OCTOBER 7, 2011
MEETING MINUTES

IAB MEMBERS IN ATTENDANCE:

Clifford McPherson
Darcy Skaggs
Jason H. Vierra
Juan Pena
Marty Mechsner
Robert Nakawatase
Javier Garcia

Absent: Tim Mcguire
John Bjerke
Pablo Gibu

Guest: Dr. Virgil Seaman
Dr. Paul Liu
Dr. Benjamin Lee
Dr. Jai Hong

Recording Clerk: Louie Acevedo

CALL TO ORDER

Darcy Skaggs called the meeting to order at 1:00 PM.

APPROVAL OF MINUTES

A motion was made by Darcy Skaggs to approve the minutes of the June 3, 2011 meeting. The minutes of said meeting were approved.

IAB MEETING

Updates from Faculty

- State budget impacts to the Industrial Technology program
 - It is important to help prepare students for the job market. (Dr. Lee)
 - CSULA is allowed to recruit students from higher regions. (Dr. Seaman)
 - Some engineering students can and may transfer to the Industrial Technology program. (Dr. Seaman)



- Industrial Technology student enrollment status: 207 undergraduate students / 23 graduate students. (Dr. Seaman)
- Curriculum changes/direction
 - Program wide efforts to develop integrated courses. (Dr. Seaman)
 - Program wide efforts to implement ATMAE Accreditation. (Dr. Liu)

IAB Member Discussion Topics

- Propose amendment to by-laws
 - New proposed language was approved. (IAB Members) See file “BSIT IAB By-Laws Rev C” for details. Note: changes highlighted in yellow.
- Explore opportunities for students in industry
 - Possible opportunities through Southern California Edison. Will provide an update when the company’s budget has been finalized. (Skaggs)
- Collaborative internship opportunities with Tech 495, Industrial Practicum
 - Industrial Technology graduate student began an internship at IMS Industrial Metal Supply Co. (Mechsner)
- Revisit 06/03/2011 brainstorming session “Tap Into Opportunities Leading to Program Growth”
 - The initial objectives for IAB Members are to provide feedback that will help the program grow and become sustainable. (Skaggs)
 - Program continuity is important. (Dr. Seaman)
- Review and discuss educational objectives and program outcomes
 - Knowledge, skills, and attitudes should be measureable and quantifiable. (Clifford)
 - Written skills are very important. Should be reinforced in every class. (Acevedo)
 - Mr. Mechsner reports that students in his former classes showed poor writing skills.
 - Entry level positions for undergraduate students should be clearly defined. (Vierra)
 - Expected career positions should be clearly defined. Can lead to marketing strategy. (Skaggs)
 - Students should be encouraged to get involved with co-curricular activities (WESTEC, Robotics Competition, etc.). A great way to acquire experience. (Acevedo)
 - Develop creative ways to enable students to acquire real world experience. The television show “The Apprentice” can serve as a model.



ADJOURNMENT

Darcy Skaggs closed the meeting, and the meeting was adjourned at 3:43 p.m.

NEXT MEETING

Tentative meeting date: **Friday, February 17, 2012, at 1:00 p.m.**

Tentative meeting location: **Southern California Edison, in Westminster**

ACTION ITEMS

- Develop metrics or flowchart showing how the program's curriculum ties into the educational objectives and program outcomes for the Industrial Technology program. Forward the document to all IAB members. (Dr. Seaman)
- Review the metrics or flowchart developed by Dr. Seaman and provide feedback by Friday, November 30, 2011. Forward a copy to the Recording Clerk. (IAB Members)
- Continue to seek opportunities for Industrial Technology students. CSULA point of contact: Dr. Paul Liu. (IAB Members)
- Provide next meeting location details. Forward information to all IAB members. (Darcy Skaggs)
- Set-up web conferencing through WebEx. (Garcia)
- Archive documentation. (Acevedo)

Louie Acevedo (Recording Clerk)

Darcy Skaggs (IAB President)