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**ELECTRICIAN CERTIFICATION CURRICULUM  
COMMITTEE MEETING  
CA Community College Chancellor's Office – Sacramento**

**MINUTES**

Friday – December 10, 2012 at 10:00 A.M.

I. Call To Order/ Roll Call

ECCC Chairperson Eric Rood called the meeting to order at 10:04 A.M.

Members present: Assistant Chief Eric Rood, Luisa Martinez, Electrician Certification Program Manager, Dr. Barry Noonan, California Community Colleges Chancellor's Office, and John Dunn, Department of Education. A quorum was met.

Self-introductions of attendees were made at the request of Eric Rood.

II. A motion to approve the minutes of October 4, 2012. All approved. The motion was carried.

III. CDE approvals

- Will be discussed at the next meeting
- John Dunn reported that Terry Seabury has some good questions which are being checked up on. John is still setting up site inspection for Tri-Community Adult School.

IV. CCCCCO

- Dr. Noonan reported that Laney College put their application together in accordance with the guideline that is used throughout the state. Barry Noonan, David Thomas, and Anne Quick site visited Laney College and looked carefully at labs and equipment. Mr. Thomas noticed something that needs to be in there and the note was made. Email received from Mr. Thomas and Ms. Quick and approval of Laney College as a full program.

Dr. Noonan made a motion to approve Laney College for Full Program Electrician Certification Curriculum. Mr. Dunn made a motion to approve. Ms. Martinez seconded the motion. All in favor. The motion carried.

- Non-Residential Lighting Technician

Ms. Martinez reported NRLT crosswalk meet with Non-Residential Lighting experts in November. A draft to be due, there are three groups that will be sending Ms. Martinez the drafts this Friday December 14, 2012. There will be a video conference to meet again to discuss the drafts on January 17, 2013.

Dr. Noonan did a brief overview on the procedure of getting curriculum established. There are varieties programs such as General Electrician, Residential Electrician, Fire-Life Safety, Voice Data Video, and the NRLT.

Comments from the Public

Debra Jones from the CA Community Colleges Chancellor's Office (CCCCO) Workforce and Economic Development Division (WEDD) expressed how glad she is to be there and proud of the work that gets done. The collaboration and corporation is so important right now especially with the fiscal economy. The challenges with category complex ability they may be tapping you for your some support. As the budget moves through, the way formulas may impact our funding flex formula depends on a lot of different factors and forces of flex funding. Colleges need funding more than ever and they may come from different pots. (Debra was referring to general college funding vs. apprenticeship funding). The WEDD is getting a new dean who will be Cris McCullough from ARC.

Anne Quick (ABC) wanted some clarification for NRLT. Ms. Martinez responded yes, correct basically we don't have a curriculum yet for NRLT, but we gathered a group of experts last month so we can create a crosswalk to use as a standard for interested schools who want to teach NRLT. Dr. Noonan added the standard is an outline that shows the heading, and sub-headings for each category. The structure will be set and used as a guideline or a tool for NRLT.

Ms. Martinez reported that Jack Yapp has submitted his curriculum. Vista Universal and Sylvania submitted a crosswalk draft for NRLT. Mr. Dunn and Dr. Noonan will be reviewing this crosswalk and feedback from group on Jan. 17, 2013. Mr. Dunn clarified that we are setting up the crosswalk standard, but it is up to the schools to set up the courses based on this guideline.

Fred Norton (Sylvania Lighting Services) asked does the college set up the curriculum once the crosswalk is done. When you say the colleges set the curriculum it's just for the colleges themselves nothing that you guys have to follow, right? Mr. Dunn replied yes it's for the colleges, once we agree on an

outline/ standards then you have your subcategory. Ms. Martinez responded the colleges create the curriculum. Dr. Noonan explains the process through the community colleges on approving and or creating courses. Ms. Martinez and Mr. Dunn state the schools develop the curriculum as long as it meets the standards. From Mr. Norton's understanding for neon lighting system, do the colleges have someone who specializes in it or do they bring someone who is already specialized? Ms. Martinez explains that teaching NRLT may require specialized instructors. John and Barry will be discussing this issue. Mr. Dunn clarifies it's similar to the Electrician Trainee and added that there is an ongoing yearly evaluation to make sure people are actual teaching what they said they will be teaching.

Ms. Martinez informs Mr. Norton that he doesn't need to worry about the lab and lecture and that they have done their part. The ECCC will be looking at the NRLT draft for review and comments. The colleges interested in teaching the NRLT will be the ones creating the course for that classification. Schools may vary in the way it is taught. Some may choose to have lab and some may not have lab, it just depends on what the school wants. Mr. Dunn states he would like input. Ms. Martinez informs that for lab courses, field experts are called in from the Dept. of Education or Chancellor's Office to inspect the facility to see if the school met the requirements. Mr. Dunn states that equipment is needed to do the lab. Dave Thomas (San Joaquin Delta College) states that as an inspector, one of the things he looks at is if the facility is adequately equipped.

Steve Weldon (Laney College) states the their criteria for hiring instructor is that one must have a minimum of five year experience in a specific discipline, with two year degree in teaching, etc. We are not going to hire an academic for the lab because they are not going to know what they are doing. Instructors must know what they are doing and we are always searching for additional teachers. The curriculum process is very thorough. Mr. Thomas added that this is industry driven. We look to see that the minimum industry criteria are met.

Jack Yapp, one of the issues regarding NRLT is essentially maintenance of lighting system; any system is exclusive to everything. California Labor Commission has set forth new laws and building construction requiring extensive and further knowledge in this industry not just installation, but maintenance and energy reduction that is set forth in net zero of 2020 and 2030 for commercial buildings. This carries on regarding the levels of understanding and how to perform the work to maintain what the state is required on the energy level to maintain these lighting systems. It's imperative that we follow it through to meet the goals. California Labor Commission has set specific knowledge required to perform this work and to address issues. As far as lab is concerned, there are six community colleges that do have existing labs right now, 41 JATC have labs in this area.

Ms. Martinez addresses Laney College as a newly approved ET school needed a contact person for Laney College in order for them to get an assigned number. Ms. Martinez reports the Annual Notice Requirement that were sent out to the schools, school number 121- College of San Mateo and 127 – Mt. San Antonio College have requested to be removed from the Electrician Trainee list. Laney College is assigned as school number is 172 at that moment.

Ms. Martinez clarifies that for Electrician Trainees (ET) who completed their Electrician Trainee courses with a certificate of completion are qualified to take the exam, but the Certification unit will put a hold on the card until the ET has completed all the required on-the-job (OJT) hours. Ms. Martinez explains that an Electrician Trainee can renew his ET card annually using the certificate of completion. Without the ET card, ETs are illegally working. Most Electrician Trainees do not have the required OJT hours, and some are working towards gaining the OJT hours. The ET card serves as an avenue for ETs to work legally and gain the hours needed for them to receive their certification card. The law that pertains to ETs entitlement to take the exam is under Title 8 CA Code of Regulations 291.2(g).

V. Other Items of Potential Interest

- Annual Notice Requirement for Electrician Trainee schools are sent out to all schools to find out if the schools are still offering the same approved curriculum and/or if there are any changes. There are about 7 community colleges that Barry still needs to follow up on. Wyotech has already responded to John. Ms. Martinez needs a letter from Wyotech stating they are still offering the approved curriculum or if there are any changes. John to follow up.
- Other  
Dr. Barry Noonan will be retiring December 28, 2012. Paul Barth will be Dr. Noonan's replacement starting January of 2013.

Adjournment

Chairperson Eric Rood made a motion to adjourn. John Dunn approved of motion. Barry Noonan seconded the motion. All were in favor. The motion carried.

The meeting adjourned at 11:10 A.M.