

**Clean Energy Technology & Entrepreneurship
Advisory Committee Meeting Minutes
February 28, 2020**

Advisors Present: Sean Bagsby, Alisha Turpin, Dan Luzius, Stephanie Gowing, Don Mitchell, Krishnan Gowri, Rachelle Ames, Laura Jean Humsiton, Renee Gastineau, and Brian Young

Shoreline Staff and Faculty: Louise Petruzzella, Guy Hamilton, Bayta Maring, Lauren Hadley

Welcome, Introductions, and Approval of Minutes

Dan opened the meeting with the reminder that the committee helps bring industry information to Shoreline to help drive the program and prepare students coming out of the program to have the skillset needed for success within industry.

The 5/31/19 minutes were approved.

The 11/1/19 rough draft of minutes were reviewed. Will edit and approve final at next meeting.

CET Program Updates

- **Solar Instructor Needed – Critical**

Alisha did the introduction course but an instructor is needed for the advanced course of solar design. (The class has been developed.)

- **Enrollment**

Louise said enrollment is down for program as well as campus wide. She is not scheduling as many classes per quarter. The current demographic is older or returning students.

- **NSF Grant Extension**

All deliverables have been met. Louise asked for an extension of one year and was approved. This will allow funding for one more Solar Institute this summer. At the last one there were 15 teachers resulting in the impact of 2000 students a year. At the end of June Louise will be going to Montreal, Quebec, to report on the success of the grant. She will attend the NSF conference in Portland along with Lindsey and Sharon.

NRG 103, Introduction to Battery Technology is running this quarter; it is dual listed as AUTOT 103 (but 75% of the enrollees are NRG students). It will also run this summer.

NRG 104, Buildings in Context is scheduled to run spring quarter.

Program Outcomes Assessment Activity

At 10:25 a.m. Bayta Maring, accreditation liaison officer at Shoreline, gave an introduction about the comprehensive self-study scheduled for November 2-4, 2020. Accreditation requires ongoing assessment and improvement of learning outcomes as related to the MCO (Master Course Outline) in gaining skills and knowledge. Bayta projected PowerPoint slides about Program Level Outcomes and distributed two sets of student packets for the committee to review and a rubric handout to issue a point system from 1-9 with no more than a 2-point difference. If higher, discussion and norming required. Instructor Krishnan Gowri helped facilitate discussion since this was from his class.

1. Student #7 packet was discussed, normed, and 4-6 was written at the top of the page.
2. Student #5 packet met the requirement of being within two points.

Bayta told the committee the information reviewed is confidential and then organized four groups to review two more student packets and place a rating at the top. One group had three packets. In Laura's group part of one of the packets was missing. After the groups reviewed the packets, a rating was placed at the top of each packet and packets were returned to Bayta.

Next Meeting – May 22, 2020

Adjournment: 11:32 a.m.