**State of the Program**

Matt Spitzer is now on a program where he teaches one session of students in Fall and one session of students in the Spring. Winter will be his coop session where he will be working full time on other things. Currently 14 students have been placed and there is one more opening which there will not be a problem filling. He can go up to 16 students, if needed. The next openings will be for the Fall Quarter.

If there are good high school automotive programs out it would be nice to hire the students from these high schools and then a year down the road they could come into the TTEN program. This would work only if you need to hire employees. Otherwise, during the winter quarter, Matt will have the time to work on this with the high schools.

During the winter quarter, the Toyota classroom will be vacant and can be used for ASE training, TXM training or mentor training beginning January 2013.
Jefferson Community & Technical College from Louisville will be visiting our college on Friday, October 19, to look at our program as a model for their future automotive program at their college.

Matt will be visiting dealerships in Bellevue on October 26th and the north end stores November 9, 2012.

**T-TEN Update**

Matt went over the T-TEN CEED Certificate Process and asked if there were any questions and wanted support from the board with this lengthy process. Shoreline will be certified as a CEED school which means that Shoreline will be able to award Toyota Certification in all areas. The certification process is lengthy and very involved and Matt will be working on the process during the Winter and Summer Quarter. We are looking at early April or early May to finish. Matt asked if he could be funded for the summer quarter.

The advisory board passed with a unanimous vote the following:

“The Shoreline Community College Advisory committee wishes to convey the importance of meeting the new Toyota T-TEN CEED standards set forth by T-TEN and the T-TEN Instructor Group. The Advisory Board has reviewed the enclosed proposal to fund T-TEN Instructor Matt Spitzer for Summer 2013 and encourages Shoreline community College to work diligently to fulfill the proposal.”

There was no more new business.

Meeting was adjourned at 10:25 a.m.