

Advisory Committee Meeting Minutes
Manufacturing Technology Automotive

CHAIRPERSON: Bob Tucker		
MEETING DATE: October 20, 2015	MEETING TIME: 5:30pm	MEETING PLACE: Vernon Classroom
RECORDER: Blake Powell		PREVIOUS MEETING: : November 6, 2014

MEMBERS PRESENT:

MEMBERS ABSENT:

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Bob Tucker-Service Director for Vernon Auto Group	Dillon Pedigo-Store Manager O'Reilly Auto Parts	Shana Munson, Associate Dean, Instructional Services
Blake Powell –Lead Technician for Firestone	Mr. Shannon Moore- Sales Rep for Hunter Equipment	Roger Blackmon Automotive Technology Instructor
Fred Smith-General Manager for Nitrous Express	Mark Mills-Service & Parts Director Vernon Auto Group	
Delinda Duncan-Manager Napa Auto Parts	Warren Walker-Store Manager for North Texas Auto Service	
Tim Ramirez-Sales Manager for Parts Plus	Mike Cody-Sales Development manager-Auto plus	
David Ress-Instructor Burkburnett ISD		
Larry Krugle-Instructor for WFISD		
Jim Fulmer-student		

Agenda Item	Action, Discussion, or Information	Responsibility
Welcome & Introductions	Information	Roger Blackmon & Members Present
Members and their role	Information	Shana Munson
Election of officers	Action	Members Present
Approve minutes from last meeting	Action	Bob Tucker (Chairperson)
Old Business:	None	
Continuing Business:	Information	Roger Blackmon
New Business:		
Program Outcomes and Assessment Methods	Discussion	Members Present
Program revisions, curriculum/course review	Information/Discussion	Roger Blackmon & Members Present
Review Scans and General Education Outcome Matrices	Information	Members Present
Workplace competencies	Discussion	Members Present
Program statistics: Graduates, majors, enrollment	Information	Roger Blackmon
Evaluation of facilities, equipment, and technology	Discussion	Roger Blackmon & Members Present
Advice on selection and acquisition of new equipment and technology	Discussion	Roger Blackmon & Members Present

External learning experiences, employment, and placement opportunities	Information/Discussion	Roger Blackmon
Professional development of faculty	Information/Discussion	Roger Blackmon
Promotion and publicity about the program to the community and to business and industry	Information/Discussion	Roger Blackmon & Members Present
Needs of students from special populations	Information/Discussion	Roger Blackmon
Other:		
Adjourn	Action	Bob Tucker (Chairperson)

MINUTES

Key Discussion Points	Discussion
Welcome & Introductions	Meeting was called to order. Members introduced themselves and the company they worked for as well as expertise.
Members and their role	Shana Munson thanked the members for serving on the committee and explained the role of the advisory committee members for the workforce programs.
Election of Officers	Bob Tucker was elected chairperson, and Blake Powell was elected recorder.
Approve minutes from last meeting	Minutes were approved as presented.
Old Business	none
Continuing Business:	Blake Powell gave an update on the potential donation of the brake lathe that Firestone might donate. He told members that he believes it would be delivered next week.
New Business:	
Program Outcomes and Assessment Methods	The members were given a handout of the program's goals & outcomes. Members read over them and felt that they are relevant and necessary for today's workforce. Members approved them as presented.
Program revisions, curriculum/course review	Member looked over the certificate and degree plan and agreed to add the following statement to your certificate and/or degree plans: <u>COSC 1301 Introduction to Computing or ITSC 1301 Introduction to Computers</u>
Review Scans and General Education Outcome Matrices	Members were handed a printout of the Scans and General Education Outcomes Matrices. After review, members agreed to make no changes.
Workplace competencies	Members discussed the capstone course AUMT 2310. They found that it did not meet all the outcomes. Members decided to discuss it further and to vote on a resolution in January.

<p>Program statistics: Graduates, majors, enrollment</p>	<p>Program statistics: Graduates, majors, enrollment Current Enrollment: AUMT 1407 Electrical Systems 9 AUMT 2310 Service Consultant 9 AUMT 1419 Engine Repair 10 AUMT 1416 Steering and Suspension 8 Spring 2015 Enrollment: AUMT 1472 High Performance 7 AUMT 1410 Brake Systems 10 AUMT 1445 HVAC 10 AUMT 2417 Engine Performance Analysis 10 2013/2014 93.5 percent course completer rate (we do not count W,WF) 2012/2013 73.25 percent course success rate (only count A,B,C, P grades) 2014/2015 Completers 5 December 2015 expected completers 1</p>
<p>Evaluation of facilities, equipment, and technology</p>	<p>Roger informed members that with this year's Perkin's money, the school was able to purchase a Hunter RFT22 Road Force Balancer.</p>
<p>Advice on selection and acquisition of new equipment and technology</p>	<p>Members of the committee agreed that the program must continually update equipment to keep pace with the technology that entry level techs require.</p>
<p>External learning experiences, employment, and placement opportunities</p>	<p>Roger told members that Expert Tire hired three students, Patterson of Bowie hired two graduates, and Patterson Honda hired one graduate. Roger expressed gratitude to the three companies for partnering with Vernon College.</p> <p>Roger also told members that this semester he sent his students to the Automotive Service Consultant class where they observed professionals in the auto business for a day. Once they were through shadowing, they were assigned to write a paper about what they experienced and what if any improvements needed to be made. He thanked Vernon Auto Group, O'Reilly Auto Parts in Vernon and Wichita Falls and Goodyear in Wichita Falls for allowing his students to shadow their employees.</p> <p>Roger explained that he had guest speakers in a few of his courses. He thanked Mike Wood and Fred Smith from Nitrous Express and Tommy Keeter from KPE Racing.</p>
<p>Professional development of faculty</p>	<p>Roger took part in the in-house training session for Blackboard which helped him enhance his classes and allowed him to offer more supplementary engaging hybrid classes. He told members that he will be attending educational breakout sessions at SEMA next month in addition to completing update training through Parts Plus.</p>
<p>Promotion and publicity about the program to the community and to business and industry</p>	<p>Roger will be participating in the first Vernon College Preview Day held on October 23 in addition to the Sophomore Roundup on November 20. He visits area high schools. There are several tours at the Skills Training center throughout the year which give Roger a chance to talk to area High school and Jr high School students. He displays the drift car at local car shows.</p> <p>Roger asked members to please contact him if they had any female employees that they would be willing to send out to assist in marketing the program at any of the promotional activities.</p>
<p>Needs of students from special populations</p>	<p>Vernon College offers reasonable accommodations in accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students should contact the Special Services Director Deana Lehman to arrange necessary services and supplies.</p> <p>Since this is a predominantly male field; females are also considered a special population.</p> <p>Members suggested that if he focuses on the fact that working on vehicles is not the only possible job in the automotive field it might bring in some females.</p>
<p>Adjourn</p>	<p>Meeting was adjourned.</p>

RECORDER SIGNATURE: <i>Blake Powell</i>	DATE: <i>11-6-2015</i>	NEXT MEETING:
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