

**Advisory Committee Meeting Minutes
Manufacturing Technology Automotive**

CHAIRPERSON: Blake Powell		
MEETING DATE: November 10, 2011	MEETING TIME: 5:30pm	MEETING PLACE: STC Multipurpose Event Room
RECORDER: Eddie Campbell		PREVIOUS MEETING: : October 12, 2010

MEMBERS PRESENT:

MEMBERS ABSENT:

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Eddie Campbell-Operations Director-Patterson's Auto	Tim Ramirez-Parts Main Auto-Auto Parts Warehouse	Dr. Gary Don Harkey- Dean of Instructional Services
Blake Powell Technician Expert tire	Karen White- Owner NAPA Auto Parts	Shana Munson Associate Dean, Career & Technical Education
David Ress- Automotive Instructor Burk Burnett ISD	Derick Simpson- Instructor- Iowa Park ISD	Mark Holcomb, Division Chair & Instructor Industrial Automation System
Randi Sudol- Parts Advisor-Patterson Auto	Shannon Moore-Service Manager Sullivan Toyota	Roger Blackmon Automotive Instructor
Dean Koch- Owner-KC's Auto Salvage		

Agenda Item	Action, Discussion, or Information	Responsibility
Welcome & Introductions	Information	Roger Blackmon
Members and their role	Information	Dr. Gary Don Harkey
Election of officers	Action	Members present
Approve minutes from last meeting	Action	Blake Powell (Chairperson)
Old Business:	None	
Continuing Business:	None	
New Business:		
Program statistics: Graduates, majors, enrollment	Information	Roger Blackmon
Review goals and objectives	Discussion	Roger Blackmon
Workplace competencies	Discussion	Roger Blackmon
Program revisions, curriculum/course review	Information/Discussion	Roger Blackmon
Evaluation of facilities, equipment, and technology	Discussion	Roger Blackmon
Advice on selection and acquisition of new equipment and technology	Discussion	Roger Blackmon

External learning experiences, employment, and placement opportunities	Information/Discussion		Roger Blackmon
Promotion and publicity about the program to the community and to business and industry	Information/Discussion		Roger Blackmon
Professional development of faculty	Information/Discussion		Roger Blackmon
Needs of students from special populations	Information/Discussion		Roger Blackmon
Curriculum Decisions:	Information/Discussion		Roger Blackmon
Other:			
Adjourn	Action		Blake Powell (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	Dr. Harkey thanked the members for serving on the committee and explained the role of the advisory committee members for the workforce programs.
Election of Officers	Blake Powell was elected chairperson, and Eddie Campbell was re-elected recorder.
Approve minutes from last meeting	Minutes were approved as presented.
Old Business	None
Continuing Business:	None
New Business:	
Program statistics: Graduates, majors, enrollment	The anticipated graduates from fall 2011 are 3 Spring 2011 Enrollment: <ul style="list-style-type: none"> • Brake Systems-9 • HVAC-11 • Engine Analysis-7 • Dual Credit-Brakes-4 • High Performance-5 • Dual Credit -Steering-10 Current enrollment is: <ul style="list-style-type: none"> • Engine Repair-17 • Electrical Systems-17 • Steering Systems-14 • Service Consultant-8
Review goals and objectives	Members read over the goals and objectives as presented and agreed they meet the needs of the program.
Workplace competencies	Members agreed that the workplace competencies that were set last year

	are current and no changes were needed.
Program revisions, curriculum/course review	Members discussed dropping the Associate Degree specifically set for Automotive in favor of a more generic Associate Degree. Members agreed to do the replacement.
Evaluation of facilities, equipment, and technology	Did modification to the drift car it now has ???
Advice on selection and acquisition of new equipment and technology	Members of the committee agreed that the program must continually update equipment to keep pace with the technology that entry level techs require. Roger talked about the Ipad II and the software needed. Members agreed that this was a good idea.
External learning experiences, employment, and placement opportunities	A big thank you to Eddie at Patterson's for his help on this. He has been mentoring the students with senior techs to allow them to pick up extra knowledge. Expert tire has also helped place students for the practicum course. There is still a constant problem of placing students for the practicum class. The suggestion of getting an ad hoc committee to look into getting a partnership together with area businesses to take on the students was presented. David Ress volunteered to head the committee. — whatever became of this?
Promotion and publicity about the program to the community and to business and industry	There have been a lot of television and radio advertisements promoting the workforce courses. With the federal budget cutting out Tech Prep more of the recruiting will be pushed in the instructor's hands. Roger handles this by: <ul style="list-style-type: none"> • Visiting area high schools. • Having a "Girls Night Out" (more further down) • Giving several tours of the Skills Training center throughout the year.
Professional development of faculty	Roger worked as part-time technician for Expert Tire in Wichita falls during the summer months as refresher for technical skills, and for industry certification. Also planning for update training through U.T.I. in the summer.
Needs of students from special populations	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 time to arrange necessary services and supplies. Since this is a predominantly male field; females are also considered a special population. the new flyer that shows a woman on the flyer in the Automotive field. 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. Vernon College is going to host a "Girls Night Out" here at the STC sometime in the Spring semester were female High Schools students will come out and see the courses offered. STC will have females who are employed in these various fields here to help promote and answer questions. Our hope is to draw in some of these potential students..
Curriculum Decisions:	Members agreed to Delete the Automotive Associate Degree and make a more generic Associate Degree.
Other:	
Adjourn	Meeting was adjourned.

RECORDER SIGNATURE <i>Eddie Campbell</i>	DATE: <i>1-25-2012</i>	NEXT MEETING: <i>fall 2012</i>
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