

Advisory Committee Fall 2023 Minutes
HVAC
– Vernon College Skills Training Center
Multipurpose Room 400 – November 9, 2023 – 9:02am

Members Present

Robb Havens
Chris Johns
Eddie Johnson
Sammy Brooks
Darren Kirkpatrick
Jocelyn Ott

Vernon College Faculty/Staff

Bettye Hutchins
Zachary Nguyen-Moore
Nick Pruitt
Mark Cisneros
Debbie Richards

Members Not Present

Ryan Ellett

Nick Pruitt started by welcoming the committee. Bettye Hutchins thanked the committee members for their service, reviewed the purpose and importance of input from local industry professionals participation. Bettye asked for volunteers or nominations for vice-chair and recorder. Rob Havens volunteered to be the Vice-Chair and Darren Kirkpatrick volunteered to be the recorder for the 2023-2024 academic year.

*Chair: Chris Johns
Vice-Chair: Robb Havens
Recorder: Darren Kirkpatrick*

Welcome and IntroductionsNicholas Pruitt

Purpose of Advisory CommitteeBettye Hutchins

Election of Vice-Chair, and RecorderBettye Hutchins

Chair..... Chris Johns

Old Business/Continuing BusinessChris Johns

Chris Johns asked if there was any old business to discuss. With none to be reviewed, Chris then moved on to new business.

New BusinessChris Johns

❖ **Review program outcomes, assessment methods/results, and workplace competency**

Chris Johns asked the faculty member to review the program outcomes with the committee.

Nick Pruitt reviewed the following program outcomes.

Program outcomes

1. Analyze airflow, refrigerant flow, and electron flow to evaluate the operating efficiency of air conditioning systems; diagnose problems/inefficiencies, make necessary adjustments, and/or perform service repairs as needed.
2. Analyze airflow, refrigerant flow, and electron flow to evaluate the operating efficiency of heat pumps; diagnose problems/inefficiencies; and make necessary adjustments and/or perform service repairs as needed.
3. Analyze airflow, gas flow, and electrical flow to evaluate the operating efficiency of gas-fired heating systems; diagnose problems/inefficiencies, make necessary adjustments, and/or perform service repairs as needed.
4. Evaluate the installation of air conditioning and heating units and associated ductwork as well as understand unit loads for optimum efficiency.
5. Recover charge and vacuum refrigeration systems to proper levels.
6. Understand and apply current laws and procedures associated with section 608 of the Clean Air Act

❖ Approve program outcomes

After review of the program outcomes, Chris Johns asked the committee if there were any questions or suggestions. With no further discussion, Chris asked the committee for a motion to approve the program outcomes as presented.

Eddie Johnson made a motion to approve the program outcomes as presented.

Darren Kirkpatrick seconded the motion.

The motion passed and the committee approved the program outcomes as presented.

Chris then moved on to assessment methods.

❖ Approve assessment methods and results

Chris Johns asked the faculty to review assessment methods. Nick Pruitt briefly reviewed the assessment methods and then moved on to workplace competency.

❖ Approval of workplace competency (course or exam)

Chris Johns asked the faculty to review workplace competency. Nick Pruitt reviewed the following:

The lab competencies are attached to the program outcomes.

1. Analyze airflow, refrigerant flow, and electron flow to evaluate the operating efficiency of air conditioning systems; diagnose problems/inefficiencies, make necessary adjustments, and/or perform service repairs as needed.
 - a. Lab competency to be followed is – comp 1-a, air conditioner system performance worksheet.

2. Analyze airflow, refrigerant flow, and electron flow to evaluate the operating efficiency of heat pumps; diagnose problems/inefficiencies; and make necessary adjustments and/or perform service repairs as needed.
 - a. Lab competency to be followed is – comp 1-a, air conditioner system performance worksheet.
3. Analyze airflow, gas flow, and electrical flow to evaluate the operating efficiency of gas-fired heating systems; diagnose problems/inefficiencies, make necessary adjustments, and/or perform service repairs as needed.
 - a. Lab competency to be followed is – lab 1-b, gas furnace jobsite information sheet.
4. Evaluate the installation of air conditioning and heating units and associated ductwork as well as understand heat loads for optimum efficiency.
 - a. Lab competency to be followed is – lab 1-c, HVAC system QI checklist.
5. Recover charge and vacuum refrigeration systems to proper levels.
 - a. Lab competencies to be followed are – comp 55, active method of recovery and comp 60, evacuating and air conditioning system.
6. Understand and apply current laws and procedures associated with section 608 of the Clean Air Act

Program Outcome	Number of students who took a course or licensure exam	Results per student	Use of results
1. See above	12	All Passed	Continue what is being done.
2. See above	12	All Passed	
3. See above	12	All Passed	
4. See above	12	All Passed	
5. See above	12	All Passed	

Verification of workplace competencies:

Certificate and A.A.S.

Capstone Experience: HART 2436 Air Conditioning Troubleshooting or HART 2468 Practicum (or Field Experience) – Heating, Air Conditioning, and Refrigeration Technology/Technician

After review of workplace competency, Chris asked the committee if there were any questions or comments. With no further discussion, Chris asked the committee for a motion to approve the workplace competency as presented.

Darren Kirkpatrick made a motion to approve as presented.

Robb Havens seconded the motion.

The motion passed and the committee approved the workplace competency as presented.

Chris then moved on to review curriculum/courses/degree plans.

❖ **Program Specific Accreditation Information and Requirements (if applicable)**

- **Review program curriculum/courses/degree plans**

Chris Johns asked the faculty to review changes to curriculum/courses/degree plans. Nick Pruitt discussed replacing TECM 1303 – Technical Calculations with HART 1310 – HVAC Shop Practices and Tools in both the Basic HVAC Level 1 Certificate and the HVAC A.A.S degree, but with no changes to the Advanced HVAC Level 1 Certificate as shown below.

Basic Heat, Ventilation, and Air Conditioning, Level 1 Certificate

CIP 15.0501

Instructional Location - Skills Training Center

CERTIFICATE OF COMPLETION (Probable Completion Time – 9 months or 32 weeks)

Major Requirements (24 SH)

HART 1401 or	Basic Electricity for HVAC	4
ELPT 1411	Basic Electrical Theory (A)	
LEAD 1100	Workforce Development with Critical Thinking	1
HART 1441	Residential Air Conditioning	4
HART 1403	Air Conditioning Control Principles	4
TECM 1303	Technical Calculations	3
HART 1407	Refrigeration Principles	4
HART 1445	Gas and Electric Heating	4
	Total Credit Hours:	24

Workplace Competency: HART 1441

Proposed Basic Heat, Ventilation, and Air Conditioning, Level 1 Certificate

CIP 15.0501

Instructional Location - Skills Training Center

CERTIFICATE OF COMPLETION (Probable Completion Time – 9 months or 32 weeks)

Major Requirements (24 SH)

HART 1401 or	Basic Electricity for HVAC	4
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ELPT 1411	Basic Electrical Theory (A)	
LEAD 1100	Workforce Development with Critical Thinking	1
HART 1441	Residential Air Conditioning	4
HART 1403	Air Conditioning Control Principles	4
HART 1310	HVAC Shop Practices and Tools	3
HART 1407	Refrigeration Principles	4
HART 1445	Gas and Electric Heating	4
	Total Credit Hours:	24

Workplace Competency: HART 1441

Advanced Heat, Ventilation, and Air Conditioning, Level 1 Certificate (No proposed changes)

CIP 15.0501

Instructional Location - Skills Training Center

CERTIFICATE OF COMPLETION (Probable Completion Time – 9 months or 32 weeks)

Major Requirements (18 SH)

HART 2441	Commercial Air Conditioning	4
HART 2436 or	Air Conditioning Troubleshooting	4
HART 2468	Practicum (Field Experience) HVAC and Refrigeration Technology/Technician	
HART 2445	Residential Air Conditioning Systems Design	4
HART 2438	Air Conditioning Installation and Startup	4
HART 1256	EPA Recovery Certification Preparation	2
	Total Credit Hours:	18

(A) Course included on the State's Advanced Technical Credit list. (See Advanced Technical Credit.) Workplace Competency: HART 2436

Heat, Ventilation, and Air Conditioning, A.A.S.

CIP 15.0501

Instructional Location - Skills Training Center

ASSOCIATE IN APPLIED SCIENCE DEGREE (Probable Completion Time - 2 years)

General Education Requirements (15 SH)

ENGL 1301	Composition I	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
MATH 1314	College Algebra	3
SPCH 1315	Public Speaking	3
Humanities	Language, Philosophy, and Culture or Creative Arts Elective	3

Major Requirements (45 SH)

HART 1401 or	Basic Electricity for HVAC	4
ELPT 1411	Basic Electrical Theory (A)	
LEAD 1100	Workforce Development with Critical Thinking	3
HART 1403	Air Conditioning Control Principles	4
HART 1407	Refrigeration Principles	4
HART 1441	Residential Air Conditioning	4
HART 1445	Gas and Electric Heating	4
HART 2436 or	Air Conditioning Troubleshooting	4
HART 2468	Practicum (or Field Experience) - Heating, Air Conditioning, and Refrigeration Technology/Technician	
HART 2441	Commercial Air Conditioning	4
HART 2445	Residential Air Conditioning Systems Design	4
HART 2438	Air Conditioning Installation and Startup	4
TECM 1303	Technical Calculations	3
HART 1256	EPA Recovery Certification Preparation	2
BUSI 1301	Business Principles	3

	Total Credit Hours:	60
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> To be selected from the following: ARTS 1301, DRAM 1310, DRAM 2366, ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, HIST 2311, HIST 2312, MUSI 1306

Verification of Workplace Competencies: HART 2436 or 2468

(A) Course included on the State's Advanced Technical Credit list. (See Advanced Technical Credit.)

Proposed Heat, Ventilation, and Air Conditioning, A.A.S.

CIP 15.0501

Instructional Location - Skills Training Center

ASSOCIATE IN APPLIED SCIENCE DEGREE (Probable Completion Time - 2 years)

General Education Requirements (15 SH)

ENGL 1301	Composition I	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
MATH 1314	College Algebra	3
SPCH 1315	Public Speaking	3
Humanities	Language, Philosophy, and Culture or Creative Arts Elective	3

Major Requirements (45 SH)

HART 1401 or	Basic Electricity for HVAC	4
ELPT 1411	Basic Electrical Theory (A)	
LEAD 1100	Workforce Development with Critical Thinking	3
HART 1403	Air Conditioning Control Principles	4
HART 1407	Refrigeration Principles	4
HART 1441	Residential Air Conditioning	4
HART 1445	Gas and Electric Heating	4
HART 2436 or	Air Conditioning Troubleshooting	4

HART 2468	Practicum (or Field Experience) - Heating, Air Conditioning, and Refrigeration Technology/Technician	
HART 2441	Commercial Air Conditioning	4
HART 2445	Residential Air Conditioning Systems Design	4
HART 2438	Air Conditioning Installation and Startup	4
HART 1303	HVAC Shop Practices and Tools	3
HART 1256	EPA Recovery Certification Preparation	2
BUSI 1301	Business Principles	3
	Total Credit Hours:	60

> To be selected from the following: ARTS 1301, DRAM 1310, DRAM 2366, ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, HIST 2311, HIST 2312, MUSI 1306

Verification of Workplace Competencies: HART 2436 or 2468

(A) Course included on the State's Advanced Technical Credit list. (See Advanced Technical Credit.)

❖ **Approve program revisions (if applicable)**

After review of the program revisions, Chris asked the committee if there were any questions or comments. With no further discussion, Chris asked the committee for a motion to approve the program revisions as presented.

Robb Havens made a motion to approve as presented.

Sammy Brooks seconded the motion.

The motion passed and the committee approved the program revisions as presented.

Chris then moved on to the following matrices.

❖ **Approve 2023-2024 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices.**

Chris asked Bettye Hutchins to review the following matrices.

INSTRUCTOR: “The program has to work under three umbrellas: 1. Local or Vernon College, 2. State or THECB-Texas Higher Education Coordinating Board, and 3. Federal. To ensure the Program is following all rules and regulations, we use matrices to map the requirements back to the courses.”

SCANS Matrix: The SCANS (Secretary’s Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

Program: Heating, Ventilation, and Air Conditioning								Credential: Associate in Applied Science (AAS) Degree	
Award: Heating, Ventilation, and Air Conditioning Associate in Applied Science (AAS) Degree									
Cip: 15.0501									
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES									
SCANS COMPETENCIES								Course Number	Course Title
1	2	3	4	5	6	7	8		
X	X	X	X	X	X	X		HART 1401* or ELPT 1411*	Basic Electricity for HVAC or Basic Electrical Theory
X	X	X	X	X	X	X		HART 1403*	Air Conditioning Control Principles
X	X	X	X	X	X	X		HART 1407*	Refrigeration Principles
X	X	X	X	X	X	X		HART 1441*	Residential Air Conditioning
X	X	X	X	X	X	X		HART 1445*	Gas and Electric Heating
X	X	X	X	X	X	X	X	HART 2436** or HART 2468**	Air Conditioning Troubleshooting or Practicum (or Field Experience) - Heating, Air Conditioning, & Refrigeration Technology/Technician
X	X	X	X	X	X	X		HART 2441**	Commercial Air Conditioning
X	X	X	X	X	X	X	X	HART 2445**	Residential Air Conditioning Systems Design
X	X	X	X	X	X	X		HART 2438**	Air Conditioning Installation and Startup
X	X	X	X	X	X	X	X	TECM 1303*	Technical Calculations
X	X	X	X	X	X	X		HART 1256**	EPA Recovery Certification Preparation
X	X	X	X	X	X	X	X	BUSI 1301	Business Principles
X	X		X	X	X	X		LEAD 1100*	Workforce Development with Critical Thinking
							8. BASIC USE OF COMPUTERS		
							7. WORKPLACE COMPETENCIES		
							6. PERSONAL QUALITIES		
							5. THINKING SKILLS		
							4. SPEAKING AND LISTENING		
							3. ARITHMETIC OR MATHEMATICS		
							2. WRITING		
							1. READING		

Courses with an * are part of the basic certificate level 1

Courses with an ** are part of the advanced certificate level 1

Courses with an (*) you can take either for the certificate but both are required for A.A.S

General Education Matrix: The General Education Matrix is state-mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses.

Program: Heating, Ventilation, and Air Conditioning							Credential: Associate in Applied Science (AAS) Degree
Award: Heating, Ventilation, and Air Conditioning Associate in Applied Science (AAS) Degree							
Cip: 15.0501							
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES							
GENERAL EDUCATION CORE OBJECTIVES						Course Number	Course Title
1	2	3	4	5	6		
X	X	X	X	X	X	HART 1401* or ELPT 1411*	Basic Electricity for HVAC or Basic Electrical Theory
X	X	X	X	X	X	HART 1403*	Air Conditioning Control Principles
X	X	X	X	X	X	HART 1407*	Refrigeration Principles
X	X	X	X	X	X	HART 1441*	Residential Air Conditioning
X	X	X	X	X	X	HART 1445*	Gas and Electric Heating
X	X	X	X	X	X	HART 2436** or HART 2468**	Air Conditioning Troubleshooting or Practicum (or Field Experience) - Heating, Air Conditioning, & Refrigeration Technology/Technician
X	X	X	X	X	X	HART 2441**	Commercial Air Conditioning
X	X	X	X	X	X	HART 2445**	Residential Air Conditioning Systems Design
X	X	X	X	X	X	HART 2438**	Air Conditioning Installation and Startup
X	X	X	X	X	X	TECM 1303*	Technical Calculations
X	X	X	X	X	X	HART 1256**	EPA Recovery Certification Preparation
X	X	X	X	X	X	BUSI 1301	Business Principles
X	X		X	X	X	LEAD 1100*	Workforce Development with Critical Thinking
						6. Personal Responsibility	
						5. Social Responsibility	
						4. Teamwork	
						3. Empirical and Quantitative Skills	
						2. Communication Skills	
						1. Critical Thinking Skills	

Courses with an * are part of the basic certificate level 1

Courses with an ** are part of the advanced certificate level 1

Courses with an (*) you can take either for the certificate but both are required for A.A.S

Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.

Program: Heating, Ventilation, and Air Conditioning							Credential: Associate in Applied Science (AAS) Degree	
Award: Heating, Ventilation, and Air Conditioning Associate in Applied Science (AAS) Degree								
Cip: 15.0501								
LIST OF ALL COURSES REQUIRED AND OUTCOMES								
OUTCOMES						Course Number	Course Title	
1	2	3	4	5	6			
		X	X	X	X	HART 1401* or ELPT 1411*	Basic Electricity for HVAC or Basic Electrical Theory	
X	X	X	X	X	X	HART 1403*	Air Conditioning Control Principles	
X	X	X		X	X	HART 1407*	Refrigeration Principles	
X	X	X			X	HART 1441*	Residential Air Conditioning	
		X	X	X		HART 1445*	Gas and Electric Heating	
X	X	X	X	X	X	HART 2436** or HART 2468**	Air Conditioning Troubleshooting or Practicum (or Field Experience) - Heating, Air Conditioning, & Refrigeration Technology/Technician	
X	X	X	X		X	HART 2441**	Commercial Air Conditioning	
x	x	x	x	x	X	HART 2445**	Residential Air Conditioning Systems Design	
x	x	x	x	x	x	HART 2438**	Air Conditioning Installation and Startup	
		x				TECM 1303*	Technical Calculations	
x						HART 1256**	EPA Recovery Certification Preparation	
x						BUSI 1301	Business Principles	
x						LEAD 1100*	Workforce Development with Critical Thinking	
						6. Analyze airflow, refrigerant flow, and electron flow to evaluate the operating efficiency of air conditioning systems; diagnose problems/inefficiencies, make necessary adjustments, and/or perform service repairs as needed.		
						5. Analyze airflow, refrigerant flow, and electron flow to evaluate the operating efficiency of heat pumps; diagnose problems/inefficiencies; and make necessary adjustments and/or perform service repairs as needed.		
						4. Analyze airflow, gas flow, and electrical flow to evaluate the operating efficiency of gas-fired heating systems; diagnose problems/inefficiencies; and make necessary adjustments and/or perform service repairs as needed.		
						3. Evaluate the installation of air conditioning and heating units and associated ductwork as well as understand heat loads for optimum efficiency.		
						2. Recover charge and vacuum refrigeration systems to proper levels		
						1. Understand and apply current laws and procedures associated with section 608 of the Clean Air Act		

Courses with an * are part of the certificate level 1

Courses with an ** are part of the advanced certificate level 1

Courses with an (*) you can take either for the certificate but both are required for A.A.S

Institutional Outcomes Matrix: The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

Program: Heating, Ventilation, and Air Conditioning						Credential: Associate in Applied Science (AAS) Degree
Award: Heating, Ventilation, and Air Conditioning Associate in Applied Science (AAS) Degree						
Cip: 15.0501						
LIST OF ALL COURSES REQUIRED AND OUTCOMES						
OUTCOMES						General Education Outcomes
1	2	3	4	5	6	
x	x	x	x	x	x	1. Critical Thinking Skills
x	x	x	x	x	x	2. Communication Skills
x	x	x	x	x	x	3. Empirical and Quantitative Skills
	x	x	x	x	x	4. Teamwork
x	x	x	x	x	x	5. Social Responsibility
x	x	x	x	x	x	6. Personal Responsibility
					Analyze airflow, refrigerant flow, and electron flow to evaluate the operating efficiency of air conditioning systems; diagnose problems/inefficiencies, make necessary adjustments, and/or perform service repairs as needed.	
					Analyze airflow, refrigerant flow, and electron flow to evaluate the operating efficiency of heat pumps; diagnose problems/inefficiencies, make necessary adjustments, and/or perform service repairs as needed.	
					Analyze airflow, gas flow, and electrical flow to evaluate the operating efficiency of gas-fired heating systems; diagnose problems/inefficiencies, make necessary adjustments, and/or perform service repairs as needed.	
					Evaluate the installation of air conditioning and heating units and associated ductwork as well as understand heat loads for optimum efficiency.	
					Recover charge and vacuum refrigeration systems to proper levels	
Understand and apply current laws and procedures associated with section 608 of the Clean Air Act						

After review, Chris asked the committee for a motion to approve the matrices with the condition they be updated to reflect the program revisions.

Eddie Johnson made a motion to approve.

Sammy Brooks seconded the motion.

The motion passed and the committee approved the matrices with the condition that they be updated to reflect the program revisions.

Chris then moved on to program statistics.

❖ **Program statistics: Graduates (from previous year/semester), current majors, current enrollment**

Chris Johns asked the faculty to review the program statistics. Nick Pruitt briefly reviewed the following information.

- Program Statistics:
 - Graduates 2022-2023: 8 Graduates
 - Enrollment Summer 2023:
 - Majors Fall 2023-2024: 33 Majors
 - Enrollment Fall 2023: 33 Enrollments

After review, Chris asked the committee if there were any questions or comments. With no further discussion, Chris moved on to local demand/CLNA survey.

❖ **Local Demand/CLNA Survey**

Chris Johns invited Bettye Hutchins to review the following information for accuracy. Bettye then went on to administer the Comprehensive Local Needs Assessment for use in collecting data to be included in compulsory state reporting.

Occupation	National Median Wage	State Median Wage	Local Median Wage	Current /Projected Job openings (annual)	Projected Growth (annual)
HVAC Mechanics & Installers	\$27.63/hr \$53,049/annual	\$24.90/hr \$47,808/annual	\$27.67/hr \$53,139/annual	3,719 (state) 255 (local)	1.9% (state) 2.43% (local)
HVAC Naubtebabce & Repair Workers	\$22.66/hr 43,507/annual	\$19.93/hr \$38,265/annual	\$19.05/hr \$36,588/annual	14,105 (state) 91(local)	1.80% (state) 2.89% (local)

*Labor Market Outlook (O*NET)

After the CLNA survey, Chris moved on to review facilities, equipment, and technology information.

❖ **Evaluation of facilities, equipment, and technology. Recommendation for the acquisition of new equipment and technology.**

Chris Johns asked the faculty to review facilities, equipment, and technology. With nothing new to discuss, Chris moved on to external learning experiences, etc.

❖ **External learning experiences, employment, and placement opportunities**

Chris Johns invited Bettye Hutchins to review the following information.

“Vernon College offers a job board on the website. Businesses can contact Career Services to add jobs or you can post yourself. VC also subscribes to a service called GradCast. Within this program, over 600,000 business and industry contacts are available to the graduates to send up to 100 free resumes within a set zip code. If you would like to have your business as part of that database, please contact Bettye Hutchins at, bhutchins@vernoncollege.edu.”

Placement Rate of Program Completers by Reporting Year [1]												
	2016-2017			2017-2018			2018-2019			3-Year Average		
Program	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%
15050000-Environmental Control Technologies/Technicians	14	16	87.5%	15	16	93.75%	7	8	87.5%	36	40	90%

With no further discussion to be had, Chris then moved on to professional development.

❖ **Professional development of faculty and recommendations**

Chris Johns asked the faculty to review their professional development opportunities.

TACTE Conference March 2023

After review, Chris then moved on to promotion and publicity.

❖ **Promotion and publicity (recruiting) about the program to the community and business and industry**

Chris Johns asked the faculty to review the promotion and publicity/recruiting information.

I attended the CEC Career Fair

After review, Chris moved on to special populations.

❖ **Serving students from special populations:**

Chris Johns asked the faculty to review the updated definitions of special populations and the services available to those eligible.

Vernon College is an open-enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.


Vernon College has a program titled “New Beginnings” for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, and equipment costs.

Peer to Peer mentoring, tutoring (online and in-person), resume building, student success series, and counseling are just a few of the other options/services available to students.

1. Special population’s new definitions:
 - a. Individuals with disabilities;
 - b. Individuals from economically disadvantaged families, including low-income youth and adults;
 - c. Individuals preparing for nontraditional fields; 31 males /2 females
 - d. Single parents, including single pregnant women;
 - e. Out-of-workforce individuals;
 - f. English learners;
 - g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
 - h. Youth who are in, or have aged out of, the foster care system; and
 - i. Youth with a parent who—
 - i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
 - ii. is on active duty (as such term is defined in section 101(d)(1) of such title).

Chris Johns asked if the committee had any further action, discussion or recommendations. The committee offered none.

Chris adjourned the meeting at 10:20am.

Recorder Signature:Darren Kirkpatrick 	Date 2-29-2024	Next Meeting: Fall 2024
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