

Advisory Committee Meeting Minutes
Manufacturing Technology Automotive

CHAIRPERSON: Blake Powell		
MEETING DATE: October 23, 2012	MEETING TIME: 5:00pm	MEETING PLACE: STC Multipurpose Event Room
RECORDER: Karen White		PREVIOUS MEETING: : November 10, 2011

MEMBERS PRESENT:

MEMBERS ABSENT:

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Karen White- Owner NAPA Auto Parts	Randi Sudol- Parts Advisor-Patterson Auto	Mark Holcomb, Division Chair & Instructor Industrial Automation Systems
Blake Powell Technician Expert tire	Derick Simpson- Instructor- Iowa Park ISD	Roger Blackmon Automotive Instructor
Alex Mendoza- business owner, & graduate	Shannon Moore-Service Manager Sullivan Toyota	
	Del Hardaway-BISD Liason	
	Mike Wood-Owner- Nitrous Express	

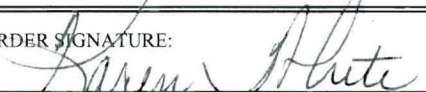
Agenda Item	Action, Discussion, or Information	Responsibility
Welcome & Introductions	Information	Roger Blackmon
Members and their role	Information	Mark Holcomb
Election of officers	Action	Members present
Approve minutes from last meeting	Action	Blake Powell (Chairperson)
Old Business:	None	
Continuing Business:	Curriculum Decisions:	Members present & Mark Holcomb
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	Mark Holcomb 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 re-elected chairperson, and Karen White was elected recorder.
Approve minutes from last meeting	Minutes were approved as presented.
Old Business	None
Continuing Business:	
Curriculum Decisions:	Mark told member that he is on a task force that is working on the General Associate Degree. He explained that they are trying to come to an agreement on the courses that all students will have to take. Hopefully it will be ready to implement next year. Roger told members he would keep them up to date in the spring on how things are going.
New Business:	
Program statistics: Graduates, majors, enrollment	Fall enrollment : <ul style="list-style-type: none"> • Electrical Systems-11 • Engine Repair-11 • Steering & Suspension-11 • Service Consultant-8 • Electrical Systems-17 • BHS Electrical Systems-9
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	Roger told members that he is helping out Burkburnett ISD this semester by helping some seniors get their credits by teaching a course at the Burkburnett High School. These seniors are getting dual credit. Mark explained to the members that at the moment this is temporary and will have no impact on his Vernon College courses.
Evaluation of facilities, equipment,	Roger informed members that Expert Tire bought a new Coolant flush

and technology	machine and donated their old one to him. He is very thankful and has already implemented it into the curriculum.
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. Blake suggested that the school purchase a transmission flush machine for the students to learn on. Members agreed that this was a good idea.
External learning experiences, employment, and placement opportunities	A big thank you to Patterson Auto Group and Expert Tire for hiring graduates. There is still a constant problem of placing students for the practicum class.
Promotion and publicity about the program to the community and to business and industry	Since the federal budget cut out Tech Prep, more of the recruiting went to the instructors, Jessica Sutherland, and Sharon Winn. Two upcoming events that members were invited to participate in are "Girls Night Out" November 29 ^{and} Sophomore Roundup November 30. Mark Holcomb will request a taskforce be formed to investigate why high school graduates do not enroll in workforce programs in large numbers and to find more effective means for recruiting this age group. Roger also visits area high schools. Gives several tours of the Skills Training center throughout the year. Roger has also displayed the drift car at local car shows, also displayed at Burkburnett football games. He will also have it on hand for customer appreciation event at Expert tire.
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. Roger is due for renewal of ASE certifications this fall and going for his ASE L1 certification.
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..
Other:	
Adjourn	Meeting was adjourned.

RECORDER SIGNATURE: 	DATE: 10/31/2012	NEXT MEETING:
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