

Advisory Committee Meeting Minutes
Manufacturing Technology Machining

CHAIRPERSON: Mark McMullen		
MEETING DATE: November 21, 2013	MEETING TIME: 8:00am	MEETING PLACE: Skills Training Center
RECORDER: Eric Michaeli		PREVIOUS MEETING: October 10, 2012

MEMBERS PRESENT:

MEMBERS ABSENT:

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Kitty Howard, Deputy Director for Workforce Solution of North Texas	David Kulbeth – President & Owner Kalco Machine & Tool Company	Shana Munson- Associate Dean, Career and Technical Education
Scotty Francisco-Machining Supervisor-Wichita Clutch	Gary Land-Sales for Sharp Iron	Sharon Winn, Assistant to the Dean Instructional Services
Mark McMullen- Owner Production Machine & Tool Co		Mark Holcomb, Division Chair & Instructor Industrial Automation Systems
Eric Michaeli – Plant Manager for Wichita Clutch		Chris Smith Machining Instructor
Ernie Stutz-Machinist & Tool & Die for Howmet Corp		


Agenda Item	Action, Discussion, or Information	Responsibility
Welcome & Introductions	Information	Chris Smith
Members and their role	Information	Shana Munson-
Election of officers	Action	No Action
Approve minutes from last meeting	Action	Mark McMullen
Old Business:	None	
Continuing Business:		
Program revisions, curriculum/course review	Discussion	Members present
New Business:		
Evaluation of facilities, equipment, and technology	Discussion	Members present
Advice on selection and acquisition of new equipment and technology	Discussion	Members present
External learning experiences, employment, and placement opportunities	Discussion	Members present
Professional development of faculty	Discussion	Members present

Promotion and publicity about the program to the community and to business and industry	Discussion	Members present
Needs of students from special populations	Discussion	Members present
Curriculum Decisions:		
Other:		
Adjourn	Action	Mark McMullen (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	Mark McMullen was re-elected chairperson, and Eric Michaeli was elected recorder
Approve minutes from last meeting	Minutes were approved as presented.
Old Business:	None
Continuing Business:	
Program revisions, curriculum/course review	Continued the Discussion on the need for there to be an Associate Degree added to program. Members were updated on the combining of Industrial Automation Courses and Machining courses under one associate degree. Members agreed to go forward with the degree plan.
New Business:	
Program statistics: Graduates, majors, enrollment	7 New students beginning the Fall 2012 & returning 15 students in all 3 students graduated fall 2012 5 students will graduate Fall 2013
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 the only changes needed are to show the change to more hands on learning and include troubleshooting and inspection.
Program revisions, curriculum/course review	MCHN 2344 CNC Programming is now ½ simulation troubleshooting on HAAS control simulators and ½ machine setup / operation. Emphasis is placed on safety in setup by checking / verifying work offsets, tool length offsets, and setting tool load parameters for full machine / tool protection as well as speeds and feeds for a variety of tool types and material types. All students participate in the installment of programs and setup of all machine fixtures and registry entries.
Evaluation of facilities, equipment, and technology	New equipment: The CNC Plasma cutter was taken out to make room for three additional desktop CNC milling machines bring the total to 4. Two are operational and the other two require computer maintenance. These machines will be incorporated in the beginning programming course to introduce the new students to simple line and arc projects such as name engraving. All simulators and HAAS equipment underwent complete battery

	<p>replacement this year after several simulators lost parameters because of weak batteries. It was suggested that all batteries be replaced since all HAAS equipment was purchased at or near the same time frame. The battery is not accessible for easy replacement and required an estimated 12-15 hours for the technician to repair. Unfortunately, repairs for battery replacement were near two thousand dollars.</p> <p>The rest of the facility is in good shape with the exception of the epoxy painted floor which I have little concern.</p>
Advice on selection and acquisition of new equipment and technology	Mark McMullen told members that his Quality Control could come and do a demonstration for the class and bring the needed items with them Chris told members that he needs dial calipers for the class.
External learning experiences, employment, and placement opportunities	Have been very busy doing contract training for workforce. Continue to have support from local industry in the effort to find employment for our graduating students. Two students from the Fall 2012 class are currently employed by our supporting advisory members, and one presently enrolled student is employed as well. We continue to thank those members who work around our students schedule to offer them the benefit of employment, and we hope that you benefit as well by their eagerness to learn your business and trade. Once again we thank you for your continued support.
Professional development of faculty	Attended several workshops put on by Vernon College for faculty training during the year.
Promotion and publicity about the program to the community and to business and industry	<p>There continues to be media promotions for the workforce programs. A number of high schools have brought students for tours of the Skills Training Center this year. Chris continues to update his Facebook page "Vernon College Machining Lab."</p> <p>Sophomore Roundup was November 1st and there was 150 students touring the STC that morning. We will have another "Girls night out and "Guys night Out" to target the gender biased programs this Spring. We will also have a new event called GenTex on May 2nd. GenTX is a 1-day statewide college application drive for the State of Texas. Everyone joins together to support college enrollment in their community. Whether you're a student or community leader, put your belief into action. Take a step for yourself. Or help someone else take the step to achieve a higher education.</p>
Needs of students from special populations	<p>Vernon College offers accommodations for students in compliance with the ADA through the Special Services office. This office coordinates special accommodations and services requested by students who qualify under the ADA law. The most common requests are for students to have extending testing time and individual tutoring.</p> <p>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.</p> <p>Chris is also planning to promote the program by awarding interested participants photo-realistic CNC-machined self-portraits upon completion of a tour of the machining lab.</p>
Other:	Mark McMullen complimented Chris on the character of students he was producing. Told Vernon College to continue the good work.
Adjourn	Meeting was adjourned.

RECORDER SIGNATURE: 	DATE: 1-31-14	NEXT MEETING:
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