

Advisory Committee Fall 2015 Annual Meeting Minutes
Welding, Room 400
Vernon College- Skills Training Center

CHAIRPERSON: Mark Patterson		
MEETING DATE: November 5, 2015	MEETING TIME: 12:00pm	MEETING PLACE: STC
RECORDER: Shane Turkett		PREVIOUS MEETING: December 1, 2015

MEMBERS PRESENT:

MEMBER'S ABSENT:

OTHERS PRESENT:

Name, Title, Company	Name, Title, Company	Name, Title, Company
Shane Turkett-Owner –Turkett Welding and Constriction	Jim Harris-Welding Foreman for Burgess-Manning	Dr. Gary Don Harkey- Dean of Instructional Services Vernon College
Kirk Bowles-Branch Manager for Airgas	Anthony Lewis-Welding Instructor for Burkburnett ISD	Shana Drury, Associate Dean, Career & Technical Education Vernon College
David Tepfer-President of Tepfer Sand & Gravel	Ronnie Stallcup- Welding Foreman for B W Fabricators	Mark Holcomb, Division Chair & Instructor Industrial Automation Systems Vernon college
Robert Gibson- Supervisor for Tranter	Josh Patin-Sales for Airgas	Chaz Tepfer, Welding Instructor Vernon College
Mark Patterson-Owner of Patterson Welding and Supply		Donna Egoavil, Instructional Services Administrative Assistant Vernon College
Kitty Howard-Deputy Director for Workforce Solutions of North Texas		Melissa Moore- Early College Start Coordinator Vernon College
Edwin Shaw-Welding Student		LeAnn Jordan Scharbrough, Advancement Specialist-Recruiting Vernon College

AGENDA

Agenda Item	Action, Discussion, or Information	Responsibility
Welcome & Introductions	Information	Program Director
Purpose of Advisory Committee	Information	Shana Drury
Election of Chair and Recorder	Action	Chaz Tepfer
Approval of Minutes from the Last Meeting	Action	Mark Patterson
Old Business: (if any, otherwise type None)	Old Business or None	Mark Patterson
Continuing Business: (List if any, otherwise type None)	Continuing Business or None	Mark Patterson
New Business:		Mark Patterson
Review program outcomes, assessment	Information	Mark Patterson


methods, and results		
Approve program outcomes and assessment methods	Action	Mark Patterson /Members Present
Review program curriculum/courses/degree plans	Information/Discussion	Mark Patterson
Approve program revisions (if applicable)	Action	Members present
Review SCANS and Gen Ed outcomes matrices	Information/Discussion	Mark Patterson
Approve SCANS and Gen Ed outcomes matrices	Action	Members Present
Review verification course/exam of workplace competencies	Information/Discussion	Mark Patterson
Approval of course/exam of workplace competencies	Action	Members Present
Review student handbook	Information/Discussion	Mark Patterson
Approve changes (if applicable)	Action	Members Present
Program statistics: Graduates, majors, enrollment	Information/Discussion	Mark Patterson
Evaluation of facilities, equipment, and technology	Action	Members Present
Recommendations of selection and acquisition of new equipment and technology	Information/Discussion/Action	Members Present
External Learning experiences, employment and placement opportunities	Information	Mark Patterson
Professional development of faculty and recommendations (if applicable)	Information/Discussion/Action (if applicable)	Mark Patterson /Members Present
Promotion and publicity (recruiting) about the program to the community and to business and industry (gender equity)	Discussion/ Information	Chair
Serving students from special needs	Information	Chair
Adjourn	Action	Mark Patterson /Members Present

MINUTES

Key Discussion Points	Action, Discussion, or Information
Welcome & Introductions	Meeting was called to order. Members introduced themselves and the company they worked for as well as expertise.
Purpose of Advisory Committee	Shana Drury thanked the members for serving on the committee and explained the role of the advisory committee members for the workforce programs.
Election of Chair and Recorder	Mark Patterson was elected chairperson. Shane Turkett was elected recorder.
Approval of Minutes from the Last Meeting	Minutes from last meeting were approved as presented.

Old Business: (if any, otherwise type None)	None										
Continuing Business: (List if any, otherwise type None)	None										
New Business:											
Review & Approve program outcomes, assessment methods, and results	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.										
Review & Approve program curriculum/courses/degree plans	Members looked over the certificate and degree plan and agreed to add <u>ITSC 1301 Introduction to Computers</u> as an elective.										
Review & Approve SCANS and Gen Ed outcomes matrices	Members were handed a printout of the Scans and General Education Outcomes Matrices. After review, members agreed to make no changes.										
Review & Approve verification course/exam of workplace competencies	Members discussed the capstone course WLDG 1427 Welding Codes and Standards, and the rubric used to grade it. Members were in agreement that this course covers all the workplace competencies and the rubric used to grade it is sufficient.										
Program statistics: Graduates, majors, enrollment	<table> <tr> <td>Graduates: 2015</td><td>24</td></tr> <tr> <td>Enrollment for</td><td></td></tr> <tr> <td>Spring 2015</td><td>179</td></tr> <tr> <td>Summer</td><td>108</td></tr> <tr> <td>Fall 2015</td><td>280</td></tr> </table> <p>Students may be enrolled in more than one class but enrollment went up. The welding program is running at full capacity.</p>	Graduates: 2015	24	Enrollment for		Spring 2015	179	Summer	108	Fall 2015	280
Graduates: 2015	24										
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Spring 2015	179										
Summer	108										
Fall 2015	280										
Evaluation of facilities, equipment, and technology	The welding lab and classroom are both in good condition. Chaz explained that he phases out 1 or 2 older weld machines each year and replaces them with up-to-date ones.										
Recommendations of selection and acquisition of new equipment and technology	Chaz informed members that he was thinking about purchasing a CNC Plasma cutter for the shop. Members agreed that it was not necessary. Most CNC plasma cutters are ran by machinists not welders.										
External Learning experiences, employment and placement opportunities	Two students have been hired, one at Sharp Iron and the other at Peerless.										
Professional development of faculty and recommendations (if applicable)	Chaz attended various faculty development sessions put on by Vernon College. Chaz also retested on the (American Welding Society) AWS D1.1 where he achieved (Certified Associate Welding Inspector). He plans on retesting the first of the year, after doing some online training.										
Promotion and publicity (recruiting) about the program to the community and to business and industry (gender equity)	<p>Sophomore Roundup is November 20th and GenTX (a 1-day statewide college application drive for the State of Texas) is scheduled for May.</p> <p>Vernon College receives telephone calls on a regular basis asking about the welding program. Word of mouth has proven to be the best publicity. There are several commercials about the various programs offered at Vernon College. Tours are scheduled at the Skills Training Center throughout the year.</p>										
Serving students from special needs	<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 time to arrange necessary services and supplies.</p> <p>Being a predominantly male field, females are considered a special population. Presently, there is currently 8 females in the program.</p>										

Adjourn	Meeting was adjourned.
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RECORDER SIGNATURE: 	DATE: 1/30/2016	NEXT MEETING:
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