

Advisory Committee Fall 2016 Annual Meeting Minutes
Welding, Room 400
Vernon College - Skills Training Center

CHAIRPERSON: Ronnie Stallcup		
MEETING DATE: November 14, 2016	MEETING TIME: 12:00 PM	MEETING PLACE: Skills Training Center. Room 400
RECORDER: Shane Turkett	VICE CHAIRPERSON: Jim Harris	PREVIOUS MEETING: November 5, 2015

MEMBERS PRESENT:	MEMBER'S ABSENT:	OTHERS PRESENT:
Name, Title, Company	Name, Title, Company	Name, Title, Company
Johnny Brown, Owner, Brown Brothers Welding	Kitty Howard, Quality Assurance Monitor, North Texas Workforce Solutions Board	David (Chaz) Tepfer, Welding Instructor, Vernon College
Bobby Gibson, WPHE Foreman, Tranter		Mark Holcomb, Industrial Automation Systems Instructor & Division Chair, Vernon College
Jim Harris, Welding Foreman, Burgess-Manning		Debbie Ric hard, Ski lls Training Center Administrative Assistant, Adjunct Instructo r Vernon College
Sharon Hulcy, Quality Assurance, North Texas Workforce Solutio ns, filled in for Kitty Howard		Dr. Gary Don Harkey, Dean of Instructional Services, Vernon College
Mark Patterson, Owner, Patterson Welding and Supply		Shana Drury, Associate Dean of Instructional Services, Vernon College
Josh Patin, Sales, Airgas		Donna Egoavil, Administrative Assistant to the Associate Dean of Instructional Services, Vernon College
Ronnie Stallcup, Welding Foreman, BW Fabricators		Melissa Moor e, Early College Start Coordinator, Vernon College
David Tepfer. Owner. Tepfer Sand & Gravel		Joey Davis, McGinnis Welding Suooly
Shane Turkett, Owner, Turkett Welding		Jimmy Duggins, Falls Welding Supply
Juan Trejo, New Vernon College Welding Student		

AGENDA

Agenda Item	Action , Discussion, or Information	Responsibility
Welcome & Introductions	Information	David (Chaz) Tepfer
Purpose of Advisory Committee	In formation	Shana Drury
Election of Chair, Vice Chair and Recorder	Action	David (Chaz) Tepfer

Approval of Minutes from the Last Meeting	Action	Ronnie Stallcup
Old Business: (if any, otherwise type None)	Old Business or None	Ronnie Stallcup
Continuing Business: (List if any, otherwise type None)	Continuing Business or None	Ronnie Stallcup
New Business:		Ronnie Stallcup
Review program outcomes, assessment methods, and results	Information	Ronnie Stallcup
Approve program outcomes and assessment methods	Action	Members Present
Review program curriculum/courses/degree plans	Information/ Discussion	Ronnie Stallcup
Approve program revisions (if applicable)	Action	Members present
Review SCANS and Gen Ed outcomes matrices	Information/Discussion	Ronnie Stallcup
Approve SCANS and Gen Ed outcomes matrices	Action	Members Present
Review verification course/exam of workplace competencies	Information/Discussion	Ronnie Stallcup
Approval of course/exam of workplace competencies	Action	Members Present
Program statistics: Graduates, majors, enrollment	Information/Discussion	Ronnie Stallcup
Evaluation of facilities, equipment, and technology	Action	Members Present
Recommendations of selection and acquisition of new equipment and technology	Information/Discussion/Action	Ronnie Stallcup/Members Present
External Learning experiences, employment and placement opportunities	Information	Ronnie Stallcup
Professional development of faculty and recommendations (if applicable)	Information/Discussion/Action (if applicable)	Ronnie Stallcup /Members Present
Promotion and publicity (recruiting) about the program to the community and to business and industry (gender equity)	Discussion/ Information	Ronnie Stallcup
Serving students from special needs	Information	Ronnie Stallcup
Adjourn	Action	Ronnie Stallcup /Members Present

MINUTES

Key Discussion Points	Action, Discussion, or Information
Welcome & Introductions	Chaz Tepfer welcomed and thanked the advisory members for their willingness to serve. Everyone introduced themselves and stated their positions and the agency they represented. Note: Each committee member received a packet via email which included all documents that would be reviewed and discussed.
Purpose of Advisory Committee	Shana Drury explained the purpose and importance of an advisory committee and how their input guarantees that the college is maintaining the

	most current practices, direction and equipment. The committee ensures that the skills knowledge and abilities taught are pertinent to the field to produce the graduates that employers would like to hire in the Welding field.
Election of Chair, Vice Chair and Recorder	Shana Drury asked for nominations for each position. Ronnie Stallcup volunteered for Chair, Jim Harris volunteered for Vice Chair, and Shane Turkett volunteered for Recorder. The committee agreed unanimously.
Approval of Minutes from the Last Meeting	Ronnie Stallcup asked the committee to review the previous minutes and they did. Mark Patterson made a motion to approve last meetings minutes and Jim Harris seconded. The committee agreed unanimously.
Old Business: (if any, otherwise type None)	The Chair informed the committee that there was no old business to discuss.
Continuing Business: (List if any, otherwise type None)	Ronnie Stallcup informed the committee that there was no continuing business.
New Business:	
Review program outcomes, assessment methods, and results	The Chair asked members to review the program outcomes, assessment methods, and results. The committee members reviewed and discussed them. Chaz Tepfer noted that the outcomes have not been revised since 2015. Jim Harris asked Chaz how he certifies the students. Chaz explained that he qualifies students through bend tests. The committee had a discussion. Chaz Tepfer informed the committee that one in five students fail the certification, and receive a D in the class. Chaz added that it is up to the student to retake the certification. The committee had a discussion. Ronnie Stallcup suggested having students practice with a variety of thicknesses of coupons to build confidence and consistency. The committee agreed. Ronnie Stallcup offered the material for the project.
Approve program outcomes and assessment methods	Ronnie Stallcup asked members to approve program outcomes and assessment methods as is. Shane Turkett made a motion and Johnny Brown seconded. The committee agreed unanimously.
Review program curriculum/courses/degree plans	The Chair asked the committee to review the program curriculum, courses, and degree plans and they did. Chaz Tepfer informed the committee that the only change was that WECM added calculating to WELD 1427; He explained how he already incorporated calculating and that it would not need to be a voted on for a curriculum change. Mark Holcomb stated that calculating will have to be added to the program's rubrics as evidence that it is covered. Chaz Tepfer ensured him he would add it. Sharon Hulcy asked what the zero meant on the credit hours. Shana Drury explained. The committee had a discussion. Jim Harris suggested field trips or using YouTube videos. Chaz stated that he already uses YouTube videos and is working on field trips. The committee had no recommendations to change the program outcomes at this time.
Approve program revisions (if applicable)	Ronnie Stallcup asked members to approve program revisions as is. Jim Harris made a motion to approve the program revisions as is. Shane Turkett seconded. The committee agreed unanimously.
Review SCANS and Gen Ed outcomes matrices	The Chair asked members to review and discuss each matrix and they did. Mark Patterson asked for an explanation of the matrices. Dr. Gary Don Harkey explained the purpose of each matrix.
Approve SCANS and Gen Ed outcomes matrices	Ronnie Stallcup asked members to approve the three matrices as is. Jim Harris made a motion and Mark Patterson seconded. The committee agreed universally.
Review verification course/exam of workplace competencies	The Chair asked the committee to review verification course/exam of workplace competencies and they did. Chaz Tepfer explained the purpose of the capstone course and updated the committee on the method of grading. Jim Harris expressed that Flux-Core was being used more than the Stick in manufacturing and asked Chaz if he had plans to incorporate it in his instruction. Chaz Tepfer stated that going on the advice of the committee last

	<p>year, he has incorporated eight weeks of flux-Core. Bobby Gibson suggested to keep certification in Stick because it remains to be a viable tool in a job shop. Members had a discussion and agreed that it would be beneficial to keep both Flux-Core and Stick welding in the program. Chaz Tepfer asked if he needed to use thicker plates and if so where to add it to the course. The committee had a discussion and recommended that Chaz give the students exposure to thicker plates to allow students to gain confidence and know their limitations. Chaz Tepfer noted that he could add thicker plate exposure in the beginning of the program. The committee agreed.</p> <p>Chaz informed the committee that 80% of the students who begin the program make it through to the capstone course. He then expressed that he had 51 students the last two semesters. The committee had a discussion and had no more recommendations.</p>
Approval of course/exam of workplace competencies	Ronnie Stallcup asked members to approve the course/exam of workplace competencies as is. Joey Davis made a motion to approve course/exam workplace competencies as is. Jim Harris seconded. The committee agreed unanimously.
Program statistics: Graduates, majors, enrollment	<p>The Chair asked Chaz Tepfer to expound on the graduates, majors and enrollments and he did.</p> <p>Enrollment: Fall 2016, 135 students/39 courses offered</p> <p>Graduates:</p> <ul style="list-style-type: none"> • Spring 15: 11 Certificate of Completion • Fall 15: 12 Certificate of Completion • Spring 16: 8 Certificate of Completion, 3 AAS Degree • Fall 16: 9 Certificate of Completion, 3 AAS Degree <p>Mark Holcomb noted that in general the numbers were down for VC for summer.</p>
Evaluation of facilities, equipment, and technology	<p>Ronnie Stallcup noted that members have all had tours of the facility/lab, then asked Chaz Tepfer to inform the committee on its condition and he did. Chaz then updated the committee of the new equipment purchased with Perkins funds.</p> <ul style="list-style-type: none"> • Spring 16: 2 Miller Syncrowave 250DX machines • Fall 16: 2 Miller Syncrowave 250DX machines <p>The committee had a discussion and agreed that the condition of the facilities, equipment and technology was sufficient.</p>
Recommendations of selection and acquisition of new equipment and technology	<p>The Chair asked the committee for recommendations of new equipment and technology. Chaz Tepfer asked if it would be beneficial to teach Carbon Arc Gouging. The committee deliberated and agreed that it was necessary for students to have exposure on Carbon Arc Gouging and suggested using an old machine to accomplish the task.</p> <p>Mark Patterson asked if Chaz used a turn table to incorporate different positions in his instruction. Chaz replied that he was using two turntables this semester. No other recommendations were made.</p>
External Learning Experiences, employment and placement opportunities	<p>Ronnie Stallcup asked Chaz Tepfer to update the committee on External Learning Experiences, employment and placement opportunities and he did. Chaz reiterated the fact that Jim Harris suggested offering field trips to enhance learning and he stated that he would work on implementing them.</p> <p>Employment:</p> <ul style="list-style-type: none"> • Eagle Rail Car • Pipe Runners: 3 • Blue Diamond Welding Co.: 2 • JVI Industrial: 1
Professional development of faculty and recommendations (if applicable)	The Chair asked Chaz Tepfer to inform the members of any professional development opportunities he has taken advantage of and he did.

	<ul style="list-style-type: none"> • Summer 16: Attended a AWS D1.1 Welding Inspection test prep seminar in Waco, TX; Chaz stated that he passed the test • Throughout 2016: Attended numerous Vernon College faculty development opportunities
Promotion and publicity (recruiting) about the program to the community and to business and industry (gender equity)	<p>Ronnie Stallcup asked Chaz Tepfer to inform the committee on promotion and publicity of the program. Chaz provided members with an update of the program recruitment and advertisement.</p> <ul style="list-style-type: none"> • Spring 16: GenTx Day; 300 students • Fall 16: Fall Preview Day, 300 seniors; Sophomore Round-Up, 150 students
Serving students from special needs	<p>Shana Drury updated the committee on "special populations".</p> <p>The definition of "special populations" as outlined by Perkins:</p> <ul style="list-style-type: none"> • In referencing "special populations" in the Local Plan and in any other applicable sections of the Application, the Applicant shall use the term to mean: <ol style="list-style-type: none"> 1. individuals with disabilities; 2. individuals from economically disadvantaged families, including foster children; 3. individuals preparing for non-traditional fields; 4. single parents, including single pregnant women; 5. displaced homemakers; and 6. individuals with limited English proficiency. <p>Chaz Tepfer informed the committee that he presently had 3 women in the program with the expectation of 3 more returning in spring 2017. Shana Drury noted that VC aggressively advertises the non-traditional gender in all fields.</p>
Adjourn	<p>Ronnie Stallcup asked for a motion to adjourn. Jim Harris made a motion to adjourn at 1:15 PM. Mark Patterson seconded. The committee agreed unanimously.</p>

RECORDER SIGNATURE: 	DATE: 02- '8-2 /7	NEXT MEETING: Fall 2017
---	-----------------------------	--------------------------------