

Advisory Committee Meeting Minutes
Manufacturing Technology -Welding

CHAIRPERSON: Ronnie Stallcup		
MEETING DATE: December 1, 2014	MEETING TIME: 12:00pm	MEETING PLACE: Skills Training Center
RECORDER: David Tepfer		PREVIOUS MEETING: November 11, 2013

MEMBERS PRESENT:

MEMBERS ABSENT:

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Shane Turkett-Owner –Turkett Welding and Constriction		Vernon College: Dr. Gary Don Harkey- Dean of Instructional Services
Darla Silva-Case Manager for Workforce Solutions North Texas		Shana Munson, Associate Dean, Career & Technical Education
Robert Gibson- Supervisor for Tranter		Mark Holcomb, Division Chair & Instructor Industrial Automation Systems
Ronnie Stallcup- Plant Manager for Sharp Iron LP		Chaz Tepfer Welding Instructor
Jim Duggins-Sales Manager for Falls Welding Supply		Donna Egoavil, Instructional Services Administrative Assistant
David Tepfer-President of* Tepfer Sand & Gravel		Melissa Moore- Early College Start Coordinator
Kirk Bowles-Branch Manager for Airgas		LeAnn Jordan Scharbrough Advancement Specialist- Recruiting

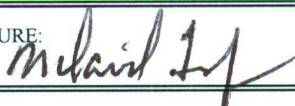
Agenda Item	Action, Discussion, or Information	Responsibility
Welcome & Introductions	Information	Chaz Tepfer
Members and their role	Information	Shana Munson
Election of officers	Action	Members present
Approve minutes from last meeting	Action	Ronnie Stallcup (Chairperson)
Old Business:	None	
Continuing Business:	None	
New Business:		
Program statistics: Graduates, majors, enrollment	Information	Ronnie Stallcup (Chairperson) & Chaz Tepfer
Review goals and objectives	Information/Discussion	Ronnie Stallcup (Chairperson) & members present
Workplace competencies	Discussion	Ronnie Stallcup (Chairperson) & members present
Program revisions, curriculum/course	Information/Discussion	Chaz Tepfer

review		
Evaluation of facilities, equipment, and technology	Discussion	Ronnie Stallcup (Chairperson) & members present
Advice on selection and acquisition of new equipment and technology	Discussion	Ronnie Stallcup (Chairperson) & members present
External learning experiences, employment, and placement opportunities	Discussion	Chaz Tepfer
Professional development of faculty	Information/Discussion	Chaz Tepfer
Promotion and publicity about the program to the community and to business and industry	Information/Discussion	& Chaz Tepfer
Needs of students from special populations	Information/Discussion	Chaz Tepfer
Curriculum Decisions:		Chaz Tepfer
Other:		
Adjourn	Action	Ronnie Stallcup (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 their expertise.
Members and their role	Dr. Gary Don Harley thanked the members for serving on the committee and explained the role of the advisory committee members for the workforce programs.
Election of Officers	Ronnie Stallcup was elected chairperson, and David Tepfer was elected recorder.
Approve minutes from last meeting	Minutes were approved as presented.
Old Business:	None
Continuing Business:	None
New Business:	
Program statistics: Graduates, majors, enrolment	Program Statistics: Spring 2014-12 graduates with certificate Summer 2014-7 graduates with certificate Fall 2014 3 graduates with certificate Enrollment in every class is full if not overfull, there is right at 60 students in the program
Review goals and objectives	The members were given a handout of the program's goals & outcomes. Members read over them and felt that they were relevant and necessary for today's workforce. Members approved them as presented.
Workplace competencies	Members were given a handout of the workplace competencies and were asked to review them. Members read over the workplace competencies as presented and agreed they meet the needs of the program.

Program revisions, curriculum/course review	Members discussed a reduction in hours from 63 to 60 for the Associate degree program. Members voted unanimously to move COSC 1301 Introduction to Computing from required to elective status for both the Associate and Certificate and to change Welding Codes to a 4 SH course with 80 contact hours (3-2). Members also voted unanimously to remove MCHN 1438 Basic Machine Shop I and MCHN 2403 Fundamentals of CNC from the electives of both the Associate and Certificate.
Evaluation of facilities, equipment, and technology	Chaz explained that he phases out 1 or 2 older weld machines each year and replaces them with up-to-date ones. Students will have experience on both the latest models as well as the older ones, which they are likely to use on the job after they graduate.
Advice on selection and acquisition of new equipment and technology	
External learning experiences, employment, and placement opportunities	Currently one student is in the Coop course and 2 are in the layout and Fabrication course.
Professional development of faculty	Chaz attended various faculty development sessions put on by Vernon College. He attended training for the AWS D1.1 for Code Weld Tester certification in Houston where he achieved a (CAWI) Associate Welding Inspector. He will retest in the summer to get full credentials.
Promotion and publicity about the program to the community and to business and industry	Sophomore Roundup was November 21 st and GenTX (a 1-day statewide college application drive for the State of Texas) is scheduled for May. 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.
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. Being a predominantly male field, females are considered a special population. Presently, there is 1 female in the program.
Other:	
Adjourn	Meeting was adjourned.

RECORDER SIGNATURE: 	DATE: 12-5-15 mer	NEXT MEETING:
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