

Advisory Committee Meeting Minutes
Manufacturing Technology -Welding / Machining

CHAIRPERSON: Jim Harris		
MEETING DATE: October 20,2011	MEETING TIME: 12:00pm	MEETING PLACE: Skills Training Center
RECORDER: Kim Stewart		PREVIOUS MEETING: October 13,2010

MEMBERS PRESENT:

MEMBERS ABSENT:

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Dale Lavender-Training Development-Aircraft Metals Technology SAFB	Kitty Howard-Deputy Director for Workforce Solutions North Texas	Dr. Gary Don Harkey- Dean of Instructional Services
Jim Harris-Welding Foreman for Burgess-Manning	Greg Patterson- Plant Manager, Tranter	Sharon Winn, Assistant to Dean of Instructional Services
Deryl Cato-President, ProFab	Ronnie Stallcup- Welding Foreman , Sharp Iron LP	Shana Munson, Associate Dean, Career & Technical Education
Ben Adams-Project Manager, ProFab		Mark Holcomb, Division Chair & Instructor Industrial Automation Systems
Kim Stewart-Office Manager, Profab		Gene Nessel Welding Instructor
Brett Curry- Welding Student		Jessica Sutherland- Early College Start Coordinator

Agenda Item	Action, Discussion, or Information	Responsibility
Welcome & Introductions	Information	Gene Nessel
Members and their role	Information	Shana Munson
Election of officers	Action	Members present
Approve minutes from last meeting	Action	Jim Harris (Chairperson)
Old Business:	None	
Continuing Business:	None	
New Business:		
Program statistics: Graduates, majors, enrollment	Information	Gene Nessel
Review goals and objectives	Information/Discussion	Gene Nessel
Workplace competencies	Discussion	Gene Nessel
Program revisions, curriculum/course review	Information/Discussion	Gene Nessel
Evaluation of facilities, equipment, and technology	Discussion	Gene Nessel

Advice on selection and acquisition of new equipment and technology	Discussion	Gene Nessel
External learning experiences, employment, and placement opportunities	Discussion	Gene Nessel
Professional development of faculty	Information/Discussion	Gene Nessel
Promotion and publicity about the program to the community and to business and industry	Information/Discussion	Gene Nessel
Needs of students from special populations	Information/Discussion	Gene Nessel
Curriculum Decisions:		Gene Nessel
Other:		
Adjourn	Action	Jim Harris (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	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	Jim Harris was re-elected chairperson, and Kim Stewart 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	<p>Program Statistics:</p> <p>Graduates 2010-2011 (22)</p> <ul style="list-style-type: none"> • Fall 2010.....7 • Spring 2011.....10 3 with AAS • Summer 2011.....5 • Projection for 2011-2012..... 15 • Majors at present.....65 <p>Classes are still running at maximum capacity.</p>
Review goals and objectives	Provided hand-out of goals & objectives. Members felt the goals & objectives are stated appropriately.
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	Gene updated members on how much better WLDG 1337 Intro to Metallurgy is going since it was revised into a hybrid internet course. Students are learning more and are more engaged in the labs since the change.

Evaluation of facilities, equipment, and technology	Traded in 3 old water cooling Tig welders for one new air cooling welder and Purchased two new air cooling welders.
Advice on selection and acquisition of new equipment and technology	The suggestion that the program purchase a Pipe Pro was made. Pipe Pro is too expensive at present time. Gene purchased 2 rotary turn table to enhance pipe welding training. Students do not get to use these until they have passed the pipe portion of the Code test.
External learning experiences, employment, and placement opportunities	Currently the welding program has no students enrolled in the external learning courses.
Professional development of faculty	Gene attended various faculty development sessions put on by Vernon College.
Promotion and publicity about the program to the community and to business and industry	<ul style="list-style-type: none"> • Vernon College receives telephone calls on a regular basis. • Word of mouth has proven to be the best publicity. • There are several commercials about the various programs offered at Vernon College. • Tours that Tech Prep schedule at the Skills Training Center through out the year. • Visits to the high school AG departments.
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. This is also a predominantly male field so females are also considered a special population and there is 1 female in the program at this time.
Curriculum Decisions:	The suggestion of adding CNC training to the program was made. Mark suggested that members think about adding an elective course to the program called Computerized Integrated Manufacturing which would introduce students to CNC, Plasma cutting, and Robotic welding.
Other:	
Adjourn	Meeting was adjourned.

RECORDER SIGNATURE: 	DATE: 11/19/2011	NEXT MEETING: Fall 2012
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