

Advisory Committee Meeting Minutes  
Manufacturing Technology -Welding

CHAIRPERSON: Greg Patterson		
MEETING DATE: October 25,2012	MEETING TIME: 12:00pm	MEETING PLACE: Skills Training Center
RECORDER: Jim Harris		PREVIOUS MEETING: October 20, 2011

**MEMBERS PRESENT:**

**MEMBERS ABSENT:**

**OTHERS PRESENT:**

Name and Title		Name and Title		Name and Title	
	Jim Harris-Welding Foreman for Burgess-Manning		Kim Stewart-Office Manager, Profab		Dr. Gary Don Harkey- Dean of Instructional Services
	Kitty Howard-Deputy Director for Workforce Solutions North Texas		Dale Lavender-Training Development-Aircraft Metals Technology SAFB		Sharon Winn, Assistant to Dean of Instructional Services
	Greg Patterson- Plant Manager, Tranter				Shana Munson, Associate Dean, Career & Technical Education
	Ronnie Stallcup- Welding Foreman , Sharp Iron LP				Mark Holcomb, Division Chair & Instructor Industrial Automation Systems
	Chaz Tepfer- Welding Student				Gene Nessel Welding Instructor
					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	Greg Patterson (Chairperson)
<b>Old Business:</b>	None	
<b>Continuing Business:</b>	None	
<b>New Business:</b>		
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	Greg Patterson (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	Greg Patterson was elected chairperson, and Jim Harris was elected recorder.
Approve minutes from last meeting	Minutes were approved as presented.
<b>Old Business:</b>	None
<b>Continuing Business:</b>	None
New Business:	
Program statistics: Graduates, majors, enrolment	<p>Program Statistics:</p> <p>Graduates 2011-2012 (15)</p> <ul style="list-style-type: none"> <li>• Fall 2011.....4</li> <li>• Spring 2012.....6 2 with AAS</li> <li>• Summer 2012.....5</li> <li>• Projection for Fall 2012..... 6</li> <li>• Majors at present.....67</li> </ul> <p>Enrollment has four welding classes going this fall and each class is running at maximum capacity. Blueprint class has 21 students and safety class has 24 students.</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 are current and no changes were needed.
Program revisions, curriculum/course review	The suggestion was made that the students be familiar with a CNC machine. The suggestion was made to drop ITSC 1409, ITSW1401, MCHN 1438 and DFTG 1409 as electives and to add MCHN 2403 Fundamentals of CNC

	<p>Machine Controls, WLDG 1457 Intermediate Shielded Metal Arc Welding. Members agreed.</p> <p>Members also would like to have students concentrate on ASME testing. Members agreed to give Gene their test for employment so he can better prepare his students.</p>
Evaluation of facilities, equipment, and technology	All equipment is good and does not need replacement.
.Advice on selection and acquisition of new equipment and technology	Adding MCHN 2403 Fundamentals of CNC as an elective, to strengthen the technology area.
External learning experiences, employment, and placement opportunities	Currently, the welding program has two 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	<p>Since the Tech Prep program was closed, recruiting efforts have been conducted by the instructors, Jessica Sutherland, and Sharon Winn. Two upcoming events that members were invited to participate in are "Girls Night Out" November 29 and Sophomore Roundup November 30.</p> <p>Mark Holcomb will request a taskforce be formed to investigate why high school graduates do not enroll in workforce programs in large numbers and to find more effective means for recruiting this age group.</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.</p> <p>There are several commercials about the various programs offered at Vernon College. Tours are scheduled at the Skills Training Center through out the year.</p> <p>Gene visits area high school AG departments to maintain the articulation agreements and to keep the high school curriculum that includes welding aligned with the skills taught in the equivalent college course.</p>
Needs of students from special populations	<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>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.</p>
Other:	<p>Gene informed members that he was asked back to judge the FFA welding contests in Holiday again. He explained that he had hoped to bring it to the college for more exposure but that they wanted to keep it in Holiday.</p> <p>Members agreed that it would have been great to get it to come to the college but still are excited for Gene.</p>
Adjourn	Meeting was adjourned.

RECORDER SIGNATURE:	DATE:	NEXT MEETING:
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