

## Advisory Committee Meeting Record Template

CHAIRPERSON: Davey Walker- Interim		
MEETING DATE: 10/25/23	MEETING TIME: 1130 AM	MEETING PLACE: Bldg. 253E Rm. 24
RECORDER: Jaime Payne		PREVIOUS MEETING:

**MEMBERS:** (P=PRESENT) Add nonmembers present to bottom of table with heading “Others Present” (OP)

(P/OP?)	Name and Title (List all members)	Business Affiliation	Email Address and Phone Number
P	Tony Molla- ASE Texas Field Manager	ASE	<a href="mailto:Tony.molla@ASEeducation.org">Tony.molla@ASEeducation.org</a> (703) 470-3243
P	Lewis Brown- ESS Snap On Equipment	Snap On	<a href="mailto:Lewis.brown@snapon.com">Lewis.brown@snapon.com</a> (989) 944-1524
P	Doug Martel- Director of Maintenance	Hill Country Transit District	<a href="mailto:dmartel@thehop.com">dmartel@thehop.com</a> (254) 290-2200
P	Jamie Olyer- Parts of Service Director	Toyota of Killeen	<a href="mailto:service@ToyotaofKilleen.com">service@ToyotaofKilleen.com</a> (254) 338-7418
P	Davey Walker- Service Director	Connell Country	<a href="mailto:dwalker@connellcountryuc.com">dwalker@connellcountryuc.com</a> (254) 200-4800
P	Juan Pereira- Service Manager	Pep Boys	<a href="mailto:Svcmgr1731@pepboys.com">Svcmgr1731@pepboys.com</a> (703) 474-6262
P	Russel Blankman- Field Rep (virtual)	Snap-On Industrial	
P	Validity Vercher- Current Automotive Student	CTC	<a href="mailto:Leditiy04@gmail.com">Leditiy04@gmail.com</a> (210) 319-8085
P	Cristian Ramos- Current Automotive Student	CTC	<a href="mailto:Cnramos03@gmail.com">Cnramos03@gmail.com</a> (254) 350-5072
P	Leon Johnson- Automotive Tool room Clerk	CTC	<a href="mailto:Leon27johnson@hotmail.com">Leon27johnson@hotmail.com</a> (330) 766-6522
P	William Kirshner- Department Chair Industrial Technology	CTC- Industrial Technology	<a href="mailto:wkirshner@ctcd.edu">wkirshner@ctcd.edu</a> (254) 526-1524
P	Jaime Payne- Department Assistant Industrial Technology	CTC- Industrial Technology	<a href="mailto:jpayne@ctcd.edu">jpayne@ctcd.edu</a> (254) 526-1399

Agenda Item	Action, Discussion, Information	Responsibility
Approve Minutes from Last Meeting		
Old Business:	<ol style="list-style-type: none"> <li>1. ASE Accreditation Status</li> <li>2. Advisory Meetings</li> <li>3. Employer Needs Skills Recommended Credentials Barriers to Employment</li> <li>4. ASE Task List review Additional / Skills</li> <li>5. Budget</li> <li>6. Employment needs, Internships</li> </ol>	Mr. Benjamin Boyd Chairman
New Business:	<ol style="list-style-type: none"> <li>1. ASE</li> <li>2. Lifts</li> <li>3. What industry wants in a tech.</li> </ol>	
Curriculum Decisions:		
Other:		

## MINUTES

Key Discussion Points	Discussion
Old Business:	
New Business: <ol style="list-style-type: none"> <li>1. ASE</li> <li>2. Lifts</li> <li>3. What industry wants in a tech.</li> </ol>	<p><b>Muni:</b> I am trying to get out into the community so we can get student jobs and into internships with dealers. Trying to get Certified program for ASE the number 1 thing needed was lifts. I am trying to teach critical thinking and diagnoses skills. Would like to set up fixed up labs in the shop. Need to bring in more lifts that will be able to lift more then 9 thousand pounds. I have someone from Snap-to come survey our area.</p> <p><b>Juan:</b> Lifts would need to go up to 10 thousand pounds. Also the big issues they see in his shop is we are not teaching students the proper placement of lifting arms onto vehicles. Also not knowing proper/safe when changing oil. The first thing should be taught is how to lift a vehicle.</p> <p><b>Muni:</b> Is it that they do not know how to place the arms on the car or is it they do not know how to use the lift at all? Or is it a combination of both?</p> <p><b>Juan:</b> Combination of both. Students need to be taught immediately how to use the lift, how to move it.</p> <p><b>Davey:</b> You will have two types of lifts in the field. Symmetrical and Asymmetrical. Don't know if you would be able to get both types into shop.</p> <p><b>Muni:</b> Will look into seeing if we would be able to get both. We might not have ceiling clearance. Will look at that. Some are just too big to fit into the shop.</p>

	<p><b>Doug:</b> Could we move the weight of the lifts to hold at least 12 thousand pounds?</p> <p><b>Muni:</b> We will not be able to do that because of the space that it would need. I gave a brochure for ASE Foundation. All programs require for us to place students into jobs. The issue we run into is students aren't ASE certified. I am looking to start students in ASE tests starting on their 2<sup>nd</sup> day so we can figure out where they will need to work on so we can get them certified. If they can pass its good for two years and then they can take the professional ones and stay in ASE standings.</p> <p><b>Tony:</b> There are two levels of electrical ASE. Industry is mainly focused on the Safety. ASE website will have all standards laid out for test two.</p> <p><b>Muni:</b> Trying to get students updated on electrical cars because they are coming fast in the industry. Trying to get this done in a 5-year plan.</p> <p><b>Tony:</b> We at ASE do World Class Technician testing. Only instructors take it?</p> <p><b>Tony:</b> Someone that shows up and works. I will put you with someone that is more advanced and looking to learn from them. Not looking at You Tube every job that is asked.</p>
Curriculum Decisions:	<p><b>Muni:</b> I am thinking of taking out Engine Theory and putting in a Hybrid safety course in. Need all equipment before starting this. What do yall think?</p> <p><b>Juan:</b> It's a good program but don't really see needing it in the shop.</p> <p><b>Tony:</b> Don't need to change but do need to focus on more safety.</p> <p><b>Muni:</b> We need to cover batteries and more safety. Some companies are looking at hybrids.</p> <ul style="list-style-type: none"> <li>• Electric vehicles are out there and we are needing to purchase <b>electrical trainers</b> for our program so that we are able to get technicians trained on electrical vehicles. The future is pushing to have all electrical cars by 2030.</li> <li>• I am going to need about 30-50 ASE Entry Level testing seat licenses for the program.</li> <li>• Looking for training opportunities.</li> <li>• Looking for Continuing Ed doing a Technicians of Tomorrow</li> <li>• Looking for internships and placing students into a job.</li> <li>• Want to vote for Chairman. Anyone?</li> </ul> <p>I am needing you guys to let me know what I am missing when it comes to teaching the students so that I can make the program better. If you have ANY vehicles that you would like to donate I will come get them. The newest car that we have is 18 years old. The other three that I have are 25+ years old. I am really in need of a manual transmission so if you have any that you are willing to donate. We should look into technicians that want to come back and sharpen their skills. I will come to you if need be so I can teach a class or two.</p>
Other:	

<b>RECORDER SIGNATURE (or designee):</b> Jaime D. Payne	<b>DATE:</b> 11/6/2023	<b>NEXT MEETING:</b> TBA
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### Advisory Committee Required Functions

GIPWE Required Functions	How/when did the Committee address this function? At this meeting or a prior meeting?  Please add to "ACTION ITEMS" below if necessary to show that this function is or will be addressed
Evaluating the goals and objectives of the program curriculum	Past and Current Advisory Meetings
Establishing workplace competencies for the program occupation(s)	Past and Current Advisory Meetings
Suggesting program revisions as needed	Past and Current Advisory Meetings
Evaluating the adequacy of existing college facilities and equipment	Past and Current Advisory Meetings
Advising college personnel on the selection and acquisition of new equipment	Past and Current Advisory Meetings
Identifying local business/industry leaders who will provide students with external learning experiences, employment, and placement opportunities	Past and Current Advisory Meetings
Assisting in promoting and publicizing the program to the community and to business and industry	Past and Current Advisory Meetings
Representing the needs of students from special populations	Past and Current Advisory Meetings

#### Action Items

Description	Assigned To	Progress	Completion Date