

Advisory Committee Meeting Record Template

CHAIRPERSON: Stephanie Hinojosa		
MEETING DATE: 10/13/23	MEETING TIME: 10 AM	MEETING PLACE: Bldg. 253E Rm. 16
RECORDER: Jamie 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	Stephanie Hinojosa	Texas Home Pro	office@texashomepro.org (512) 540-4050
P	Vic Rosado	Texas Home Pro	office@texashomepro.org (512) 540-4050
P	Jessie Sulter	Texas Home Pro	office@texashomepro.org (512) 540-4050
P	Sergio Martinez	ALM Construction	Almconstruction0819@gmail.com (254) 462-9018
P	John Hornof Coordinator	BM Electric	John.Hornof@Bwelectric-Texas.com (254) 203-5044
P	Davis Woodruff Foreman	Building Maintenance CTC	dwoodruff@ctcd.edu (254) 526-1196
P	William Kirshner Dept, Chair Industrial Technology	Industrial Technology, CTC	wkirshner@ctcd.edu (254) 526-1524
P	Veronica Martin Associate Dean, CATE Instruction	CATE Instruction CTC	Vmartin@ctcd.edu (254) 501-3059
P	Bernie Jackson Maintenance Dept	Copperas Cove ISD	Ajaxx121@yahoo.com

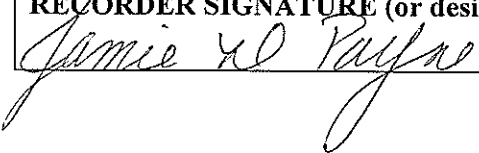
AGENDA

Agenda Item	Action, Discussion, Information	Responsibility
Approve Minutes from Last Meeting		
Old Business:	Update textbooks/modules Completely online Dust collection	Mr. Finney updated all module books and textbook that came out for the new year.
New Business:	Dust collection Dehumidifier/filters in the shop More advertisement for the program New hire of Pt. Lab Assistant	Mr. Finney got quotes for a grant to be able to place new dust collection into the shop. Ms. Stephanie is looking at advertising in the school that they go to for Building Trades. Mr. Finney hired Edmundo Rodriguez as Pt. Lab assistant due to increase in students in the program
Curriculum Decisions:	Changing the way that we are teaching the Masonry Having the students design a wall. Changing Electrical from a 96-clock hour course to 144-clock hour class	Committee voted and agreed on these two topics

MINUTES

Key Discussion Points	Discussion
Old Business:	
New Business:	<p>Mr. Hornof: When it comes to electrical maybe Building Trades can build booths so that it is better for student to be able to really visualize how the wires in a house would actually look.</p> <p>Mr. Finney: Our biggest problem in the shop is the dust. We need a dust collection system badly.</p> <p>Ms. Stephanie: Are we trying to raise money to be able to install this.</p> <p>Mr. Finney: I got a quote for the system but I know that the school may not want to install it because there has been talk that we will be either getting a new building or moving our location.</p> <p>Mr. Woodruff: The issue right now is that we are trying to get everything up to ADA compliance.</p> <p>Ms. Martin: That is a good question to ask Mr. Harmsen.</p> <p>Mr. Woodruff: We should be able to finish the ADA in another year and half.</p> <p>Ms. Stephanie: That's a year from now but what can we do NOW that will be able to help the department.</p> <p>Mr. Rosado: We will have Jessie go check out the lab and see if we are able to find a temporary way to help.</p> <p>Mr. Sulter: How has this not been addressed way before now due to air quality and OSHA?</p> <p>Mr. Woodruff: Because we are a college we do not fall under OSHA.</p> <p>Ms. Stephanie: What can we do to get awareness to whomever to get this fixed?</p> <p>Mr. Sulter: We need to have better air quality in the program.</p> <p>Ms. Martin: to add on to this, the committee is not just about what equipment we would need but also to know what skills the students are getting taught are correct and meet the needs of the industry. How to get students from enrollment to completion and into the industry.</p> <p>Mr. Finney: We are trying to figure out how to keep the young kids interested and into the industry. Right now the younger generation isn't really trying to get into the industry.</p> <p>Mr. Hornof: Right now the statistics is for every two people that retire from the industry only one person will get into the industry.</p> <p>Mr. Jackson: The average master electrician is over 50 years old. Maybe we can reach out to the electrical and plumbers in the industry and see about doing internships there.</p> <p>Ms. Stephanie: I am going out to school for job fair days and my goal is to get at least 10-15 students signed up to come into the building trades program after they graduate. Home pros is even looking at scholarships where they would be willing to pay 50% of tuition for the internships with them.</p> <p>Mr. Rosado: The industry is really focused on remodels (roofs, tile, walls, floors. I can say that when I went through this program I have used every single skill I learned every day.</p>

Curriculum Decisions:	<p>Mr. Jackson: Maybe we can start pushing teaching the commercial side also. Have students really focused on framing and reading Blueprints. I can check with my boss about donating some blueprints because we have ton of old blueprints.</p> <p>Mr. Hornof: With estimating class are you teaching just the cost of materials? Do they know how to estimate what it would be for materials and labor?</p> <p>Mr. Finney: Looking into a computer program that the students can use so that they are able to learn how to estimate both.</p> <p>Mr. Martinez: Tiny homes are a really big thing right now. Have you thought about having your top students build a tiny home and then be able to sell it so the funds come back to the program?</p> <p>Ms. Stephanie: We could find a way to build a course on how to build a tiny home.</p> <p>Mr. Woodruff: If we were to do that it would have to be an advanced class. It can not be every single student.</p> <p>Mr. Hornof: We would also have to implement students learning how to use and clean a spray painter.</p>
Other:	<p>Voted for Ms. Stephanie to be the new chairperson.</p> <p>Voted to change the electrical class to 144 clock hour course.</p>

RECORDER SIGNATURE (or designee): 	DATE: 10/18/23	NEXT MEETING: TBA
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Advisory Committee Required Functions

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

