

Advisory Committee Meeting Record Template

CHAIRPERSON: Davey Walker-		
MEETING DATE: April 10, 2024	MEETING TIME: 1130 AM	MEETING PLACE: Bldg. 253W Room. 23
RECORDER: Gordon Long		PREVIOUS MEETING: October 25,2023

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

(P/OP?)	Name and Title (List all member	Business Affiliation	Email Address and Phone Number
P	Cortez Hodges Technician	Walmart Service Center	Hodgescortez25@yahoo.com (312) 605-0661
P	James Langley CTC student	Killeen Ford	
P	Russel Blankman Field Rep- Snap On	Snap- On Industrial	Russel.s.blankman@snapon.com
P	Doug Martel Director of Maintenance	Hill Country Transit District	dmartel@thehop.com (254) 290-22-00
P	Jamie Olyer Parts of Service Director	Toyota of Killeen	service@ToyotaofKilleen.com (254) 338-7418
P	Davey Walker Instructor	Ford Technicians of Tomorrow	Davey.walker@outlook.com (254) 383-5970
P	Valerie Hurd- Branch Chief	Tobyhanna Army Depo	Valerie.a.hurd.civ@army.mil (570) 972-8741
P	William Kirshner Diesel Instructor	CTC Industrial Technology	wkirshner@ctcd.edu (254) 526-1524
OP	Frank Pt. Automotive lab assistant	CTC Industrial Technology	Francisco.martinez283.civ@army.mil
OP	Leon Johnson- Automotive Tool room Clerk	CTC Industrial Technology	Leon27johnson@hotmail.com (330) 766-6522
OP	Gordon Long Clerk	CTC Industrial Technology	glong@ctcd.edu (254) 526-1634
P	Dr. Melissa Gonzalez Department Chair	CTC- Industrial Technology	MEGonzalez@ctcd.edu (254) 526-1234

Agenda Item	Action, Discussion, Information	Responsibility
Approve Minutes from Last Meeting	William Kirshner made the motion James Langley 2 nd motion	
Old Business:	1. ASE 2. Lifts 3. What industry wants in a tech.	
New Business:	1. Elect Committee Chairman 2. Automotive Curriculum Updates 3. ASE Entry- Level Test Series 4. Hybrid/Battery Electric Vehicle Course 5. Battery Electric Vehicle (BEV) Grant 6. Internship Opportunities 7. Upcoming Employment Needs 8. Open Forum Discussion	Mr. Davey Walker Chairman
Curriculum Decisions:		
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	
New Business: 1. Elect Committee Chairman 2. Automotive Curriculum Updates 3. ASE Entry- Level Test Series 4. Hybrid/Battery Electric Vehicle Course 5. Battery Electric Vehicle (BEV) Grant 6. Internship Opportunities 7. Upcoming Employment Needs 8. Open Forum Discussion	<p>Meeting started out with introductions of all who were present. In attendance were current student, Snap-on Industrial Representative, Director of Maintenance for Public Transportation, Toyota of Killeen Parts & Service Director, CTC Diesel Instructor, Technicians of Tomorrow Instructor, Tobyhanna Army Depot Branch Chief, and Department Chair for CTC Industrial Technology Department.</p> <p>Davey Walker volunteered to be the Chairman. Vote was taken and his appointment as Chairman was approved. The minutes from the previous meeting were reviewed and accepted. William Kirshner made the motion to accept the minutes and James Langley 2nd the motion. The motion was then approved by the group.</p> <p>Automotive Curriculum Updates: Previous curriculum under self-study utilized 1 textbook for the course. According to the general consensus from the employers in the field was a dissatisfaction with the self-study process and results. The decision was made to transition from self-study to face to face starting in Fall of 2024. Students that are currently on self-study will have the option of staying on self-study or switching over to face to face. Program has switched from the single book to a separate book for each class.</p> <p>ASE Entry-Level Test Series: ASE Entry-Level Certification Program allows up to 10 test areas giving upon successful completion 10 certifications. The test opportunities</p>

licenses are use or lose and are no extra cost to the student. The student is allowed to take each exam twice. The plan is to give the students the first attempt early in the class due to the student has to wait 30 days in between attempts. With these being 8-week courses that would keep continuity for the students' classes allowing them to take both attempts in same course.

These ASE Entry-Level Certifications accomplishes two goals, it provides the student with an industry certification and provides the proof of program effectiveness. Students starting out with this initial certification makes it easier for the student to gain employment in their field. The number of certs earned is a strong indicator with the state on our program efficiency which translates into making it easier to get state funding. ASE certifications are not the only certifications available. Snap-on and National Coalition of Certification Centers (NC3). These certifications are also available for the student to earn. This opens up other avenues for funding for the program. NC3 and Snap-on certifications are getting popular in other industries such as the medical field.

Hybrid/Battery Electric Vehicle Course:

Tesla is working with schools to teach how to work on Tesla's vehicles, e to the point of constructing facilities for teaching their courses. CTC is interested in partnering with corporations to further the program. Reached out to Chrysler and legally by the agreement that they have in place with TSTC in Waco, they cannot partner with another school within 125 miles of TSTC. Reached out to the local Mercedes dealership in Georgetown and they were not interested. Until we can build this as a stand-alone course, the material is being incorporated into the current courses.

Battery Electric Vehicle (BEV) Grant:

The paperwork went out about a month ago and waiting on the reply back. They are still processing the applications for this grant.

Internship Opportunities:

AUMT 2488 is the Internship class in our curriculum. Students get credit for working in the field. Instructor is looking for internship opportunities with the local industry. The general consensus was that interns and apprentices work great for their shops. It was suggested that Internship should be a mandatory component of the program. Internship gives real world experience that books will not give. The consensus is that there needs to be some form of Internship.

Potential technicians entering the industry are lacking the tools needed. Snap-on has a program with CTC that students can purchase tools at a 50% discount. Texas Workforce Solutions has programs that will supply tools. Finding these programs is just a matter of reaching out to the different entities. General concession is that it would help if students had a set of tools.

Davey Walker made the motion to close. James Langley 2nd the motion.

Curriculum Decisions:	
Other:	

RECORDER SIGNATURE (or designee): Gordon Long	DATE: 04/10/2024	NEXT MEETING: to be determined
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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/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