ADVISORY COMMITTEE MEETING MINUTES

PROGRAM COMMITTEE NAME:		
CHAIRPERSON:	Lindy Forrester	
MEETING DATE: 11/01/10	MEETING TIME: 12:30 pm	MEETING PLACE: Amarillo College East
RECORDER:		PREVIOUS MEETING:
Paula Badger		
MEMBERS PRESENT:		OTHERS PRESENT:
NAME AND TITLE	Employer Info	Email and Phone
Ron Faulkner	Amarillo College	371-5930 rlfaulkner@actx.edu
Byron Logue	American Site Builders	_
Mark Palacio	Xcel Energy	457-6209 mark.e.palacio@xcelenergy.net
Jim Woodard	Xcel Energy	
Mike Braden	Xcel Energy	
Sherry Kunka	Sharyland Utilities	358-9070 skunka@sharylandutilities.com
Trent Morris	Workforce Solutions Panhandle	350-1632 tmorris@wspanhandle.com
Art Schneider	Amarillo College	371-5089 aschneider@actx.edu
Ed Nolte	Amarillo College	335-4277 elnolte@actx.edu
Anne Nail	Amarillo College	371- 5265 ahnail@actx.edu
Russell Lowery-Hart	Amarillo College	
Paul Matney	Amarillo College	
Lyndy Forrester	Amarillo Economics Dev. Corp	379-6411 lyndy@amarilloedc.com
Agenda Item	Action/Discussion/Information	Responsibility
Old Business:		
Continuing Business:		
New Business:		
Oklahoma State	Need curriculum	Ed
Edison Electric Institute test	Need copy	Xcel
Xcel training program	Need curriculum	Xcel
Curriculum Decisions:		
Other:		
MINUTES:		
Key Discussion Points		Discussion
Old business:		
Survey Results	Why another lineman program? Shawn – Program needed for this area. Or program will be built for industry up while other programs offered are proprietary programs that institutions have purchased, delivering a program that was made for nationwide access. Lindy – Last meeting determined by this community that a lot of industry people felt this was a program that needed to be looked at and go forward. Reason being many linemen up for retirement in the next 5 to 10 years. Do we want our program to be a 2 year? Survey wanted a 2 year program	

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	developed. Would industry be interested in a 1 year certificate? Jim – anyone hired is only given credit for 1 year experience. Matt - they start as an apprentice depending on previous qualifications. Working at a coop they would be hired above a person with 2 years education makes them a possible 2 nd year. At that time you are still under a probationary period. If out in the field it is determined you do not know as much as you should. You could still be considered a 1 st yr. Sherry – does a person coming out of a training program get their foot in the door, or do they have to have that on the job experience? Mark – an entry level that has the schooling is looked at first. Lindy – issue is eventually they are not going to be a lot of people applying for these jobs with experience because they will be hired right out of school. Jim – already in demand, last hire there were 200 applicants it does help to have schooling with so much competition Lindy – out of those 200 what is the percentage of people that have schooling. Jim – not very high but your chances are better if educated. Lindy – there will be more with schooling and less with experience as time goes on. We want to get them prepared for Xcel and other companies wanting to hire.
Continuing Business:	
New Business:	
Oklahoma State University	Lindy – program recommended by Matt Watson, Xcel Energy, to model our program from. Mark – New to Xcel but we have had good results from those hired that have been through the 2 year program. Shawn - Reason for looking at OSU as a model because of the hands on experience they get in the field and it was not a proprietary program. Xcel does not want to hire from other programs because they are generic, not regional specific to anything. OSU, because of renewable energy in this part of the country, was building a program industry specific as a model. It is a partnership between industry and the college, to save the college money from having to buy or purchase such huge equipment purchases because industry can offer that during the internship process but it is the model versus the curriculum.
Class Rotation	Shawn – look at the class rotation in your packet tell us what might be included in an internship that would be covered as part of their education during an internship versus what the school needs to cover in class. Our goal is to create a strong employee we can create in the shortest amount of time. Knowing that an internship is an intricate part of the process we do not want to duplicate if there is something you are going to do better in an internship type process. Jim – our transformers is where we start which is very important in the 1 st year. Climbing, we cover the basics, generally everything in 1 st year Jim – has first year schedule from Xcel and will share. Shawn – Need to touch all industry Lindy – We need to create a training program to help Xcel and not duplicate

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	your efforts but needs to be ge	eneral enough to help all industry	
Tracts	your efforts but needs to be general enough to help all industry Shawn - need industry to help with what the tracts need to look like. If projected need is construction that would be an A propriety whereas substation would be a B propriety. But if the need is substation that would change what we would offer 1 st . Jim – What they look for when hiring a lineman is if he can climb and has basic skills, whereas a substation doesn't look at that part of it. Trent – the key is what happens when a person applies, is there a math test or a DOT physical. If we knew what the application process looked like. We might have a better idea. We could train a prefect lineman but if they do not get through your process, they have wasted a year or two of their time so understanding the process of going to work for Xcel would be helpful. Jim – what they look at hard is a CDL, know how to drive a truck, ability to climb and build lines when hiring. Mark - There is an Edison Electric Institute (EEI) test that all substations and lineman have to take. Shawn - first thing we would offer is a CDL forklift and climbing skills to begin with. Benefit to us as a college and industry in general is if they are successful		
	in that but cannot do the rest we would still produce CDL drivers that could go out and work, student still benefits from some a portion of that program. The OSU is built on a semester class, semester internship, where industry would help supplement the educational experience. Art – Need basic safety equipment training. Amarillo College has specific courses related to safety, transmission electrical wind energy. We could design anything needed for training, but need to know what Xcel is looking for.		
1 or 2 year program	Lindy - We do not want to get into setting up a 2 yr training program and there be such a demand that they complete one year and are pulled away and never finish. Sherry - when they get on with Xcel or anywhere else, you get your foot in the door, but they are going to go through that training program anyway and if they get on with Xcel it takes 2 yrs to get to that point to where you can go apply. You are losing the opportunity to get these people at least some fundamentals where they can get into the program and go with another year of training with Xcel or whoever and be ready to go to work. It seems 2 yrs is holding people back from something they will have to go through anyway.		
Curriculum Decisions:	No decisions made at this time		
Other:			
CHAIRPERSON SIGNATURE:	DATE	NEXT MEETING	
		November 15, 2010 12:30 pm	