

Advisory Committee Meeting Minutes

PROGRAM COMMITTEE NAME:	Utility Power Worker				
CHAIRPERSON:	Lyndy Forrester Wilkinson				
MEETING DATE:	9/21/2012	MEETING TIME:	7:00 a.m.	MEETING PLACE:	East Campus Building SAC
RECORDER:	Debra Russell		PREVIOUS MEETING:	15-Nov-10	

COMMITTEE MEMBERS

List all members of the committee, then place an X in the box left of name if present

	NAME	TITLE	EMPLOYER INFO	PHONE	EMAIL
	Anne Nail	Instructor	Amarillo College	(806) 371-5265	ahnail@actx.edu
X	Lyndy Forrester Wilkinson	Business Development Mgr	Amarillo Economic Dev. Corp.	(806) 379-6411	lyndy@amarilloedc.com
	Chuck Parks	Electrician/Apprenticeship Instructor	AAA Electric	(806) 622-8430	chuck@aaaelectric.tx.com
	Jessie Williams	Electrician/Apprenticeship Coord	AAA Electric	(806) 622-8430	jesse@aaaelectric.tx.com
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	Dwayne Hoving		American Site Builders	(806) 236-1046	dwayne@americansitebuilders.com
X	Byron Logue	General Manager / CFO	American Site Builders	(806) 679-2366	byron@americansitebuilders.com
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	Jerry Koenig		Deaf Smith Electric Co-Op	(806) 364-1166	jerry@dsec.org
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	Mark Schwirtz	President / General Manager	Golden Spread Electric Co-Op	(806) 379-7766	mschwirtz@gsec.com
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	Stan McClendon	Executive VP / General Manager	Greenbelt Electric Co-Op	(806) 477-2536	stanmc@arn.net
	Randy Mahannah	General Manager	North Plains Electric Co-Op	(806) 435-5482	mahannah@npec.org
	Greg Jackson		Plaska Contractors	(806) 679-2702	greg@plaskacontractors.com
	Pam Zenick	Planning, Info & Evaluation Manager	Panhandle Region Planning Commissio	(806) 372-3381	pzenick@theprpc.org
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X	Sherry Kunka	Mgr, Community & Regulatory Affairs	Sharyland Utilities	(806) 358-9070	skunka@sharylandutilities.com
	Marvin Rodriquez	Account Manager	Stuart C. Irby Co.	(806) 441-4234	mrodriquez@irby.com
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	Andy Stewart		Swisher Electric Co-Op	(806) 995-3567	astewart@swisherelectric.org
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X	Trent Morris	Director	Workforce Solutions Panhandle	(806) 350-1632	tmorris@wspanhandle.com
	Lisa Thomas	Apprenticeship Coordinator	Xcel Energy	(806) 457-6209	lisa.m.thomas@xcelenergy.com
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	Jim Woodard	Apprenticeship Instructor	Xcel Energy	(806) 378-2915	james.c.woodard@xcelenergy.com
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	Paul Salazar	Apprenticeship Training Director	West Texas Electrical JATC	(806) 372-1531	psalazarjadc@ibew602.org
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	Buzz David	President / CEO	Amarillo Economic Dev. Corp.	(806) 379-6411	buzz@amarilloedc.com
	Gary Lakey		Xcel Energy	(806) 481-4700	gary.lakey@xcelenergy.com
	Tim Dannels		Zarges Wind		tim.dannels@zargeswind.com
X	Dave Myers	Transmission Right of Way Mgr	Cross Texas Transmission	(636) 222-2499	dmyers@lspower.com

EX-OFFICIO'S PRESENT

X	Ron Faulkner	Coordinator, Technical Trng	Amarillo College	(806) 371-5930	rfaulkner@actx.edu
X	Dr. Shawn Fouts	Dean, Career & Technical Edu	Amarillo College	(806) 335-4352	smfouts@actx.edu
X	Dr. Kim Hays	Chair, Manufacturing Tech Dept	Amarillo College	(806) 335-4366	kthays@actx.edu
X	Dr. Russell Lowery-Hart	VP of Academic Affairs	Amarillo College	(806) 371-5226	rdloweryhart@actx.edu
X	Ron Mashburn	Coordinator, Wind Energy	Amarillo College		rgmashburn@actx.edu
X	Danita McAnally	Chief of Planning & Advancement	Amarillo College	(806) 371-5495	dlimcanally@actx.edu
X	Debra Russell	Sr. Secretary, Mfg Tech Dept	Amarillo College	(806) 335-4390	dbrussell@actx.edu
X	Art Schneider	Grant Coordinator, Renewable Energy	Amarillo College	(806) 335-4304	aschneider@actx.edu
X	Terry Tucker	Coordinator, Utility Power Worker	Amarillo College	(806) 335-4217	tptucker@actx.edu

AGENDA ITEM		ACTION DISCUSSION INFORMATION			RESPONSIBILITY
Old Business:					
Minutes of last meeting					
Continuing Business:					
New Business:					
Welcome / Introductions					
Curriculum Decisions:					
Program Update, Curriculum Overview					

Other:	
Equipment Requirements Overview	
Open Discussion	
KEY DISCUSSION POINTS	DISCUSSION
Old Business:	
Minutes of last meeting	Copies of minutes of the last Advisory Committee meeting were included in member's packets.
Continuing Business:	No continuing business from last meeting
New Business:	
Welcome / Introductions	Dr. Shawn Fouts and Lyndy Wilkinson opened the meeting with a welcome. Introductions were made.
Curriculum Decisions:	
Program Update, Curriculum Overview	Copies of curriculum and course descriptions were included in members' packets. There have been some changes this academic year. Classes have been added for transformers skills and substation skills. The practicum class was deleted but the cooperative class remains giving students a chance to work as an intern for one semester. Students must pass a DOT physical and have a CDL before they complete the program. The first classes that students should have before they can take the cooperative class is the Orientation class which includes climb training, the CDL and first-aid and CPR skills. The UPW program will allow students to focus on two objectives - Electrical Lineman and/or Substation Electrician. Terry has been consulting with the Xcel Energy Apprenticeship program and will soon go to visit the program that is taught at Oklahoma State University. Terry went through each class giving a brief description of the achieved skills. Safety will be emphasized with two different classes; one generic class and one specifically focusing on the Power Worker career field.
Other:	
Equipment Requirements Overview	A bucket truck and a boom truck have both been donated. Included in each members' packet was a list of needed equipment. Any donated equipment will be much appreciated.
Open Discussion	Terry's background includes undergraduate work in Engineering and a Master's in Engineering Management. He worked for ten years at B&W Pantex with various weapon systems including aircraft and nuclear. He spent ten years in the military doing project management. When Terry first received his degree, he worked for two years as an engineer with Xcel Energy and the last two years before he took over the Utility Power Worker program, he taught in the Wind Energy program.
	Terry mentioned that at this point there is no need to hire other instructors for this program.
	The program has changed the name from Electrical Lineman to Utility Power Worker in order to keep with gender correctness. It also fits in better with industry in that there is more to this career field than just "electrical
	Terry mentioned that the biggest need he has right now is industry contacts and equipment.

There was some discussion about talking to industry in order to keep companies from hiring the students before they finish the program. This is an issue throughout many programs at Amarillo College.
It is understood that some companies will allow students who have finished the UPW program to be considered a second year apprentice when they come in as employees.

Chairperson Signature:	Date: September 21, 2011	Next Meeting: Undecided at this time.
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