

Advisory Committee Form Instructions

Program Committee Name – ex. Computer Information Systems

Chairperson – appointed by program manager (someone outside of Amarillo College)

Meeting Date, Time, and Place – date, time and place recorded minutes take place

Recorder – person taking notes from meeting

Members – include all members of committee; place an x to left of name if present

Ex-Officio – Include all other people present

Agenda Item – list the agenda under appropriate headings

Action Discussion Information – If a motion is made; make note in this section and include results

Responsibility – name of person making motion

Key Discussion Points – **Discussion** – Complete discussion of agenda items

Advisory Committee Meeting Minutes

PROGRAM COMMITTEE NAME:		Amarillo College Aviation Maintenance Advisory Committee	
CHAIRPERSON:	Bob Dempsey		
MEETING DATE:	3/5/15	MEETING TIME:	2:00 -- 4:00 pm
RECORDER:	Rebecca Archer	MEETING PLACE:	1310 F Ave, Amarillo, TX ETCC, room 116
		PREVIOUS MEETING:	

COMMITTEE MEMBERS

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

[illegible]

EX-OFFICIO'S PRESENT

X	Amarillo College	Dr. Kim Hays			
X	Amarillo College	Susie Wheeler			
X	Amarillo College	M. J. Coats			
X	Amarillo College	Scott Latino		806.335.4343	
X	Amarillo College	Rebecca Archer	Secretary, Aviation	806.335.4211	rcarcher@actx.edu

AGENDA ITEM

ACTION DISCUSSION INFORMATION

RESPONSIBILITY

Old Business:	none		
Continuing Business:	none		

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New Business:	<p>Introductions</p> <p>Presentation</p> <ul style="list-style-type: none"> • Student Repair Station Concept • Tool Control Program • Aircraft Work Order Initiative • Original Equipment Manufacturer (OEM) Certificates • Aviation Jobs for Students – Integration with Industry – Internships <p>Q&A</p> <p>Adjourn</p>	<p>Chairman will open and start</p> <p>Scott Latino will give presentation</p>
Curriculum Decisions:	none	
Other:	Anything that may come up during the Q&A portion of the meeting	
KEY DISCUSSION POINTS		
Old Business:	As this was a new committee, there was no old business to discuss.	
Continuing Business	n/a	
New Business:	<p>Chairman Bob Dempsey opened the meeting with introductions.</p> <p>Next on the agenda, Scott Latino gave the audience a PowerPoint presentation to explain the difference between our Aviation Maintenance Technician School (Airframe & Powerplant Program) and Aerospace Manufacturing program and the different governing bodies controlling the two. While each program provides academic credits that can be applied toward an Associate in Applied Science degree plan, the A&P is strictly mandated by the FAA, and the Aerospace Manufacturing program has more flexibility. The Texas Higher Education Coordination Board is a common denominator for both programs.</p> <p>The goal of the A&P is an FAA Mechanics Certificate. Our problem has been that with the strict FAA guidelines, we have not been able to produce the workforce that industry needs. Historically, graduates certainly know the FAA regulations, but did not know how to read blueprints/schematics, write work tickets/emails, or do basic math. They also lacked critical thinking skills. To rectify these problems Amarillo College has added CORE Skills to the Manufacturing program.</p>	<p>Scott Latino will entertain Q&A</p> <p>Chairman will adjourn</p>

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The 4 courses added were:

- ELPT 1311 – Basic Electrical Theory
- ETWR 1391 – Technical Communication
- INMT 1305 – Introduction to Industrial Maintenance
- MCHN 1343 – Machine Shop Mathematics

For a total of 12 semester hours

(NOTE: These were not added to the A&P program due to the strict FAA guidelines.)

Add another 12 semester hours:

- AERM 1345 – Aircraft Composites
- AERM 1391 – Special Topics in Fasteners
- AERM 1303 – Shop Practices
- AVNC 1343 – Aircraft Electrical and Electrical Systems Installation

And the student will earn an Aerospace Manufacturing Certificate (AERM.CERT.AERO).

Current initiatives of the program that we need industry support for are:

- Creating a tool crib program
- Creating a repair station manual
- Going paperless
- OEM Certificates

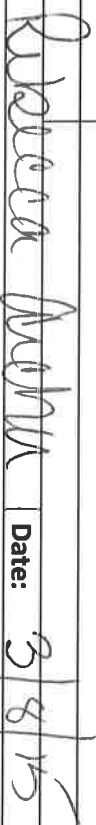
We have already begun moving on these. Instead of working off of microfilm, VHS tapes and overheads, we have scanned documents making them electronically available. We have also begun to use online maintenance manuals and subscriptions. We are also using a free FAA online textbook and an FAA question bank. We have also secured foam from shipping departments from some of our industry partners to use in setting up our tool cribs. And, the Amarillo College Aviation Program will be developing training partnerships with Aerospace manufacturers. The objective is to integrate OEM aerospace products into existing programs using the existing curriculum. The goal is to issue OEM certificates to students at no extra charge.

After the presentation Scott opened up the Q&A:

Danita McAnally asked what role AC needed the Advisory Committee to play for the Manufacturing Program. He responded that we need Industry's input regarding what it is we need to be doing, or what changes we need to make, in order to help our graduates be stronger candidates that will catch the eye of potential employers. Also, we need help with donation of scraps/materials/equipment and with student recruitment.

Danita suggested that some promotional material be put together that highlights different entities that are hiring Aviation graduates outside the Amarillo area, since locally times are lean right now.

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	<p>Scott mentioned that the Texas Air & Space Museum is going to dedicate a hangar to Amarillo College and we are looking into some grants to have an apprentice program for our students to build museum quality (not air worthy) aircraft. This way they will have hands on experience, a place they can make and learn from their mistakes, and make a paycheck while they are finishing their degree.</p> <p>Travis Lammance of English Field said that he was glad to hear that we were looking outside the restraints of the FAA and utilizing other programs. He said he would take a certificate graduate over an A&P graduate any day because he could hire them as an apprentice and train them while they were acquiring their A&P license. He stated that this is due to the fact that the A&P school graduates are coming to him only knowing the FAA guidelines and are not up to date on current business standards like using computers, computer based manuals and good grammar. He offered that he was impressed with the addition of the CORE curriculum and thought that it would be a great improvement.</p> <p>Scott said that we also need input on any curriculum changes that need to be made to keep up with Industry needs. The most important thing is that we keep the lines of communication open.</p> <p>M. J. Coats offered to make sure the webpage is up to date and to produce an e-newsletter. She also suggested that we make sure that AskAC and Advising and the High School recruiters are made aware of our program.</p>		
Curriculum Decisions:	none		
Other:			
Chairperson Signature:		Date: 3/8/15	Next Meeting: March 3, 2016