



# Advisory Committee Meeting Minutes

| AGENDA ITEM           | ACTION DISCUSSION INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | RESPONSIBILITY                                                                                                           |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| Old Business:         | <ul style="list-style-type: none"> <li>Approval of Previous Meeting Minutes</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Automotive Program Director                                                                                              |
| Continuing Business:  | none                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                          |
| New Business:         | <ul style="list-style-type: none"> <li>Introductions</li> <li>Continuing Education Report</li> <li>Contract Training Report</li> <li>Expansion Project</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Automotive Program Director<br>Automotive Program Director<br>Automotive Program Director<br>Automotive Program Director |
| Curriculum Decisions: | none                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                          |
| Other:                | <ul style="list-style-type: none"> <li>Night Automotive Classes</li> <li>Basic Electrical Skills Discussion</li> <li>Automotive Student</li> <li>Tour</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Automotive Program Director<br>Automotive Program Director<br>Student<br>Automotive Program Director                     |
| KEY DISCUSSION POINTS |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                          |
| Old Business:         | <ul style="list-style-type: none"> <li>Previous meeting minutes were approved as written.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                          |
| Continuing Business   | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                          |
| New Business:         | <ul style="list-style-type: none"> <li>The purpose of the meeting was explained and introductions were made. Also, it was noted that middle of the week Advisory Committee meetings were better for most folks than Monday or Friday meetings.</li> <li>We offer an evening Auto Body CE class on MW evenings and will continue to do so next semester. In addition, next semester we will be adding a Basic Automotive Service CE class in the evenings.</li> <li>Every weekend, AC offers a Motorcycle Operator Training course on both our West and East Campuses. This course is required for everyone, applying for a first time motorcycle endorsement on their Texas driver's license. With this in mind, we thought it would be both desirable to the public and profitable to AC to offer a Beginner's Motorcycle Maintenance CE course.</li> <li>We are encouraged to do contract training with Industry. This training helps industry with affordable training and with the recent budget cuts provides us with much needed income to provide for our students. Contract training is already a win-win situation, but may become a necessity if in the future we are asked to become self-funded. Brian encouraged the Industry Partners to contact us if they had any training needs that could be turned into a Contract Training class.</li> </ul> |                                                                                                                          |
|                       | Some of the recent contracts we have done are:<br>✓ Toot 'n Totum – Oil Change, Brake Jobs<br>✓ Chevron Phillips – Pre-trip Inspection                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                          |

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|                        | <ul style="list-style-type: none"> <li>The first part of our Expansion Project has been approved. The Amarillo College Board of Regents will be meeting tonight to approve an additional 2.8 million dollars to complete the project. The project will happen in three phases. The 1<sup>st</sup> phase will be to add on to the Automotive/Diesel Shop. The 2<sup>nd</sup> phase will be to build a hangar for the Aviation Department and the 3<sup>rd</sup> phase will be to build a new entrance to campus with landscaping and signage.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Curriculum Decisions:  | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Other:                 | <ul style="list-style-type: none"> <li>We have had several requests for a night Automotive Program, so as a trial, we will be offering the Introduction to Automotive Class in the evening this spring semester. If it is successful, we will consider offering other classes in the evening the following semester.</li> <li>Mr. Jacob asked the Industry Partners for their input. We would like to know what basic electrical skills industry expects students to know when they come to them. We are looking into re-vamping our Basic Electrical Skills curriculum and want to make sure we are teaching what industry currently needs.<br/>Some of the input was:               <ul style="list-style-type: none"> <li>✓ Circuitry/Switches – the bare basics of how it works, parallel series, relay, contact, wiring diagram</li> <li>✓ Headlights – trouble shooting (fuses)</li> <li>✓ Batteries – testing, charging</li> <li>✓ Ohm meter/Multimeter – How to read</li> <li>✓ AC/DC – +/-</li> <li>✓ How to read a manual</li> <li>✓ How to follow instructions</li> <li>✓ Load testing – Amps/Volts</li> <li>✓ Drop test</li> <li>✓ Not much need for soldering</li> </ul> </li> <li>Tino Gracia addressed the Committee. He is the youngest student in the Automotive Department and is graduating this semester. Tino has a willingness to learn, and is very persistent. He learned how to do upholstery work from his Grandmother before coming to school, and he works on cars with his Dad and he knows how to do drywall. He is a well-rounded individual with an excellent work ethic. More than one member of the Advisory Committee came to him during the tour and offered him a job upon his graduation. We are proud to have Mr. Gracia as one of our many fine students.</li> <li>After the main portion of our meeting was adjourned, Brian Jacob took the members of the committee that could stay on a tour of the current facilities and showed them where the new facilities would be built.</li> </ul> |
| Chairperson Signature: | <div>Date:</div> <div>Next Meeting: TBD</div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

11/10/15

# Automotive Advisory Committee Meeting

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11/10/15

# Automotive Advisory Committee meeting

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