

ADVISORY COMMITTEE MEETING MINUTES

PROGRAM COMMITTEE NAME:		Industrial Technology Department	I&E Advisory Board Meeting
CHAIRPERSON: Scott Harmon			
MEETING DATE: November 19, 2015		MEETING TIME: 2:00 p.m.	MEETING PLACE: East Campus MEC Building
RECORDER: Amy Linqvist			PREVIOUS MEETING: First seperate meeting

MEMBERS PRESENT:

Name and Title:	Employer Info:	Email and Phone Number
Scott Harmon Technical Trainer	Valero McKee Refinery 6701 FM 119, Sunray, TX 79086	Phone: 806.935.1349 scott.w.harmon@valero.com
Rex Snow Technical Trainer	Valero McKee Refinery 6701 FM 119, Sunray, TX 79086	Phone: 806.935.1472 rex.snow@valero.com
Kelly Land I&E Coordinator	Phillips 66 Pipeline LLC 905 S. Filmore #600, Amarillo, TX 79101	Phone: 806.318.9262 kelly.j.land@p66.com
Michael Wilson I&E Coordinator	Phillips 66 Pipeline LLC 905 S. Filmore #600, Amarillo, TX 79101	Phone: 806.318.9296 michael.d.wilson@p66.com
Cary Wilborn Supervisor, Technical Training	Xcel Energy P.O. Box 1261, Amarillo, TX 79105	Phone: 806.381.6254 cary.wilborn@xcelenergy.com
Michael Padilla City Traffic Superintendent	City of Amarillo 509 SE 7th Ave, Amarillo, TX 79101	Phone: 806.378.6802 michael.padilla@ci.amarillo.tx.us
James Cowan Customer Service Manager	Rawson 7613 Canyon Dr., Amarillo, TX 79110	Phone: 806.352.1492 james.cowan@rawsonlp.com
Ricky Martinez Sales, Value Tech	Rawson 7613 Canyon Dr., Amarillo, TX 79110	Phone: 806.352.1492 ricky.martinez@rawsonlp.com
Aaron Haynes Product Line Manager	Hunting Titan 11785 TX-152, Pampa, TX 79065	Phone: 806.664.7792 aaron.haynes@hunting-intc.com
Robert Cauthon Chief Engineer	Hunting Titan 11785 TX-152, Pampa, TX 79065	Phone: 806.567.3920 robert.cauthon@hunting-intc.com
OTHERS PRESENT:		
Delane McUine Program Coordinator	Amarillo College 1502 B Ave, Amarillo, TX 79111	Phone: 806.335-4309 delane.mcune@actx.edu

Amy Linqvist Senior Staff Assistant	Amarillo College 1502 B Ave, Amarillo, TX 79111	Phone: 806.335.4216 arevans42@actx.edu
Jeff Wallick Technical Training Coordinator	Amarillo College 1502 B. Avenue, Amarillo, TX 79111	Phone: 806.335.44228 jwallick@actx.edu
Brad Williams Faculty	Amarillo College 115 Success Blvd, Dumas, TX 79029	Phone: 806.379.2726 b0242637@actx.edu
Jeff Hale Instructor	Amarillo College 1502 B Avenue., Amarillo, TX 79111	Phone: 806.335.4311 jdhale@actx.edu
Nicholas Wade Instructor	Amarillo College 1502 B Avenue., Amarillo, TX 79111	Phone: 806.335.4317 nickwade@actx.edu
Danielle Arias Assistant Director - Moore County	Amarillo College 115 Success Blvd. Dumas, TX 79029	Phone: 806.379.2751 anarias@actx.edu
Susie Wheeler Grants Coordinator - Planning and Assessments	Amarillo College 2211 S. Washington St., Amarillo, TX 79110	Phone: 806.371.5352 ls Wheeler@actx.edu
Walt Webb Instructor	Amarillo College 1502 B Avenue., Amarillo, TX 79111	Phone: 806.335.4221 wwebb@actx.edu

Agenda Item	Action / Discussion / Information	Responsibility
Old Business:	No old business	
Continuing Business:	No continuing business	
New Business:	Welcome / Introductions	Delane McUne
Curriculum Decisions:	Program Updates, Equipment Overview	Delane McUne
Other:	Open Discussion	All

MINUTES:

Key Discussion Points		Discussion
Old Business:		This is the first meeting for the I&E Advisory meetings. All Advisory Committee meetings before were representative of each individual program within the department.
Continuing Business		No continuing business
		Welcome and introductions were made. Delane McUline went over the meeting agenda. She explained some of the requirements contained in the Advisory Committee Handbook that was included in members' packets. Delane discussed need of a Committee Chair, Scott Harmon was appointed and called the meeting to order.
New Business:		
Curriculum Decisions:		Copies of curriculum rotations and the Technical Education Code of Conduct were included in members' packets. Delane mentioned that many classes are shared between the programs and explained what the new Technical Core was and the value it brings to the students.

Delane McUne: Program Coordinator	Delane explained the curriculum rotation for the I&E program, including brief descriptions of each class. Delane also explained our different certificates and degree that we offer to the students. Entry level is different from company to company. Tool kit lists and items required for class are discussed, including price and student ability to purchase these items. Student demographics is discussed to let industry know the variety of students we have to offer as employees.	
Other:		
Open Discussion:	There was a lengthy discussion about what industry thinks we need to focus on making sure our students know. There was several concerns of a students ability to read schematics and understand them. There was a lengthy discussion of students needing to know accurately what kind of position they will get when they graduate and the salary ranges and job locations for starting employees.	
Open Discussion:	There was a lengthy discussion about internships for the students. They could prove to be a good investment for both students and employers. Internships help students by tying what they are learning to what they are working on in their jobs. Several spoke up saying they would love to offer internships to students.	
Open Discussion:	It was pointed out that sometimes our students get jobs before they finish their program, but then their employer encourages and works with them to allow them to finish school. More and more State funding is being tied into "completers". The requirement is gradually evolving to having 15 completers in three years or lose funding. It was mentioned that an intern program where students sign contracts - students commit to college and company. Helps completion rate and employers already know who they get to work for them.	

CHAIRPERSON SIGNATURE:	DATE:	NEXT MEETING:
	January 29, 2016	Undecided at this time.
RECORDER SIGNATURE:		

