

Diesel Technology Advisory Committee Meeting

Agenda- November 30, 2018

1. Welcome and Introductions
 2. Approval of minutes
 3. East Campus Advisor Report-Claudia Arnold
 4. Student Representatives – James Taylor and Max McManus
 5. Affiliation Reports
 - a. Affiliated Foods – (Paul Ortega)
 - b. Amarillo Thermo King – (Donny Morgan)
 - c. Bruckner Truck – (Jay Craighead)
 - d. Cummins – (Wayne Pierson)
 - e. Premier Truck Group – (Bobby Cooper, Randy Brehm, Paul Tarbet)
 - f. YellowHouse Machine – (John Kritser, Clint Percy)
 6. Dr. Tamara Clunis or Frank Sobey-VPAA Amarillo College
 7. Dean of Technical Education-Michael Kitten
 8. Perkins Coordinator Report-Pam Madden or Becky Burton
 9. Coordinators Report-Brian Jacob
 - a. Curriculum option
 - b. AC Strategic Plan alignment-70 percent completion goal-IDS data
 - c. Equipment needs/report
 - d. Budget
 10. Other business
 11. Adjourn
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Advisory Committee Meeting Minutes

PROGRAM COMMITTEE NAME: Kritser Diesel Technology Advisory Committee

CHAIRPERSON: Randy Brehm

MEETING DATE: 11/30/18 **MEETING TIME:** 11:00 am – 1:00 pm **MEETING PLACE:** Amarillo College, ETCC 116

RECORDER: Rebecca Archer **PREVIOUS MEETING:** 11/02/17

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

KRITSER DIESEL ADVISORY COMMITTEE MEMBERS

NAME	TITLE	EMPLOYER INFO	PHONE	EMAIL
X Donny Morgan	Service Manager	Amarillo Thermo King	(806) 376-5837	dmorgan@amarillothermoking.com
Jay Craighead		Bruckner Truck Sales		jcraighead@brucknertruck.com
X Jackey Anthony	Service Manager	Bruckner Truck Sales	(806) 376-6273	janthony@brucknertruck.com
X Johnny Puckett (both Boards)	General Manager	Bruckner Truck Sales	(806) 376-6273	jpuckett@brucknertruck.com
X Wayne Pierson	Branch Manager	Cummins Southern Plains	(800) 548-3911	wayne.pierson@cummins.com
X Matthew Kunkel	Branch Manager	Cummins Southern Plains	(800) 548-3911	matthew.l.kunkel@cummins.com
Paul Ortega		Panhandle Transportation		portega@afiama.com
X Rick Sims (both Boards)	Safety Manager	Panhandle Transportation	(806) 372-3851	rsims@afiama.com
X Randy Brehm	Dealer Trainer	Premier Truck Group	(806) 674-2703	rbrehm@premiertruck.com
Bobby Cooper	President	Premier Truck Group	(806) 576-4133	bcooper@premiertruck.com
X Paul Tarbet		Premier Truck Group	(806) 342-2129	ptarbet@premiertruck.com
X Matt Batista	Trainer	Yellowhouse – John Deere	(806) 500-0641	mattb@yellowhouse.us
John Kritser		Yellowhouse – John Deere		johnk@yellowhouse.us
X Clint Percy	Service Manager	Yellowhouse – John Deere	(806) 242-5137	clintonp@yellowhouse.us
X Brad Western	Service Manager	Yellowhouse – John Deere	(806) 281-4658	bwestern@yellowhouse.us

TRUCK DRIVING ADVISORY COMMITTEE MEMBERS IN ATTENDANCE

X Billy Cramer	General Manager	Area Trailer Sales	(806) 223-6479	bcramer@areatrailersalesandrentals
X Johnny Puckett (both Boards)	General Manager	Bruckner Truck Sales	(806) 376-6273	jpuckett@brucknertruck.com
X Daniel Haley	DOT/Driver	Budweiser	(806) 373-1746	danielhaley@amabud.com
X Aaron King	Vice President	Dee King Trucking	(806) 683-8372	aaron@deekingtrucking.com
X Mark Miller	DOT Consulting		(806) 358-1938	walker0071@suddenlink.net
X Jerry Edmonds	Operations Manager	Integrity Ag	(806) 268-1792	kb8sem@gmail.com
X Joe Greene	Safety Director	Kimrad	(806) 679-2540	joe@kimrad.com
X Sally Noyce	HR Manager	Panhandle Express	(806) 364-2021	snoyce@deafsmithproducers.com
X Rick Sims (both Boards)	Safety Manager	Panhandle Transportation	(806) 372-3851	rsims@afiama.com

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EX-OFFICIO'S PRESENT

X	Rebecca Archer	Executive Secretary – Kritser Diesel	Amarillo College	(806) 335-4211	rcarcher@actx.edu
X	Claudia Arnold	Technical Education Advisor	Amarillo College	(806) 371-5355	caarnold@actx.edu
X	Billy Barclay	Kritser Diesel Faculty	Amarillo College	(806) 335-4380	b0102282@actx.edu
	Tamara Clunis	VP of Academic Affairs	Amarillo College	(806) 371-5226	ttclunis@actx.edu
X	David Hall	Associate Dean of Technical Education	Amarillo College	(806) 335-4309	dhall@actx.edu
X	Pam Jackson	Academic Advisor	Amarillo College	(806) 371-5917	pamela.jackson@actx.edu
X	Brian Jacob	Kritser Diesel Program Director	Amarillo College	(806) 335-4219	bjjacob@actx.edu
X	Michael Kitten	Dean of Technical Education	Amarillo College	(806) 335-4352	mdkitten@actx.edu
X	Derek Lyon	Kritser Diesel Faculty	Amarillo College	(806) 335-4374	dalyon@actx.edu
X	Maxwell McManus	Kritser Diesel Student	Amarillo College	(806) 654-4382	maxmcmanus@amarillocollege.com
X	Cindy Miller	Trainer – Truck Driving	Amarillo College	(806) 335-4372	c0109569@actx.edu
X	Michael Millirans	Truck Driving Student	Amarillo College	(806) 420-7031	m.millirans83@gmail.com
X	Sheri Myers	Assistant – Truck Driving	Amarillo College	(806) 335-4370	slmyers@actx.edu
X	Dennis Sarine	Disability Services Coordinator	Amarillo College	(806) 420-2204	dennis.sarine@actx.edu
X	James Taylor	Kritser Diesel Student	Amarillo College	(806) 471-0113	
X	Jerry Terry	Director of Truck Driving	Amarillo College	(806) 335-4385	jittery@actx.edu

1. Welcome and Introductions

Randy Brehm, Chairman welcomed everyone. NOTE: some present serve on both Advisory Boards and are listed twice.

2. Approval of minutes

The minutes from our last advisory board meeting were distributed and members were given time to look over them. Brad Western made a motion to approve the minutes from the previous meeting held on November 2, 2017. Wayne Pierson gave a second and all in attendance approved. Motion carried.

3. East Campus Advisor Report

Claudia Arnold, Technical Education Advisor reported that we have 24 students moving from their 1st semester CORE classes into their 1st semester of diesel classes in the Spring 2019 semester. These students will be split between the 2 diesel instructors. As of right now we also have 3 new diesel majors starting in the Spring and are hopeful that there will be more before classes start in January.

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4. Student Representative

James Taylor has been in the diesel mechanic industry for a little over 6 years. He started his career out at Kimrad in preventative maintenance. He helped install the safety cameras in their trucks and said that there is a lot of technology involved on the mechanic side. From there he came to Amarillo College to further his education. He feels like his diesel tech degree along with his previous experience will make him a well-rounded technician .

Max McManus started in the industry 8 years ago. He came out of the Army and started looking for employment and took a position with Haliburton which included both truck driving and light repair work. He spent some time working in the oil field. Time away from his family prompted him to look into a degree with Amarillo College. He is currently working part-time for AC while he is working on his AAS and says he has never been happier. He says his education here has given him both a refresher of previous knowledge and new information. He stated that the program has really helped him expand the way he thinks about maintenance and everything it effects.

5. Affiliation Reports

Amarillo Thermo King - Donny Morgan who is a graduate of Texas State Technical Institute (now Amarillo College), has been a Service Manager for 20 years and has worked with several of the industry partners in attendance today. Donny reported that he hired one of our graduates who is now one of his lead technicians and is working out very well for them.

Bruckner Truck - Jackey Anthony said they have hired several from our program and one of them is one of his top hands. They are happy with the quality of graduates we are turning out.

Cummins - Wayne Pierson also said that they have had good luck hiring folks from us. They have found that when they hire folks that are not from this area they don't last long. They prefers to hire locally and pull from Amarillo College every time they get a chance. Cummins supports AC through our classes and support software such as Quick Serve. Mr. Pierson said they would continue to back Amarillo College.

Premier Truck Group – Randy Brehm, like Mr. Morgan, is also a graduate of TSTI. He also took many classes from Amarillo College. He has a personal attachment to AC and highly recommends our program. He has spoken to area High School Counselors and has told them that from what he has seen schools like UTI in Dallas are great, but a person very few of their folks tend to stay in the Panhandle and they are not any better, and don't know any more than the graduates coming out of AC. His recommendation to the counselors is to encourage their students to come to AC first. Our program is one-third or one-quarter of cost without the high student debt. Paul Tarbet from Premier also reported that they hire young men coming out of our program. They feel fortunate to get to talk to them once or twice a year before they graduate. He said roughly 70% of those they have hired are good techs.

Yellow House Machinery – Yellow House is owned by John Kritser who is one of our main contributors. Clint Pearcy reported that they have 2 of our graduates working for them right now and are proud of them.

6. VPAA Amarillo College (see attached minutes from the Truck Driving Advisory Board)

7. Dean of Technical Education

Mr. Kitten did not speak again since he already addressed the group on the truck driving side. See attached minutes from the Truck Driving Advisory Board for his comments earlier.

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8. Perkins Coordinator Report

(see attached minutes from the Truck Driving Advisory Board)

9. Coordinators Report

Because of a proposed curriculum change that will include both the Kritser Diesel Program and the Truck Driving Academy, this meeting is a joint meeting between both Advisory Committees. Brian Jacob, Kritser Diesel Program Coordinator spoke to both groups regarding the importance of their input when it comes to making changes to our curriculum. We must insure that the graduates our programs put out line up with industry need.

Currently the Kritser Diesel Program offers two certificates and an AAS degree

- Kritser Diesel Basic Certificate (DEMR.CERT) – This certificate is 15 semester credit hours of Auto/Diesel core courses with 14 semester credit hours of diesel courses.
- Kritser Diesel Advance Certificate (DEMR.CERT.D) – This certificate is the Basic Certificate with an additional 16 semester credit hours of diesel courses.
- Kritser Diesel Associate in Applied Science (DEMR.AAS) – This degree is the Advanced Certificate with 15 semester credit hours of General Education Courses.

This semester the Amarillo College Truck Driving Academy began giving their students the choice of taking their courses for either Continuing Education credit or for Academic credit in order for them to be able to obtain financial aid.

They are offering a 16 semester hour Certificate of Completion which consists of 7 CVOP courses. (CVOP.BAS.CERT)

CVOP 1305 – Commercial Drivers License Written Skills
CVOP 1301 – Commercial Drivers License Driving Skills
CVOP 1245 – Commercial Drivers License Overview
CVOP 2205 – Fundamental Driving Skills
CVOP 2209 – Semi Tractor-Trailer Operator Driving Skills
CVOP 2233 – Advanced Driving Skills I
CVOP 2237 – Advanced Driving Skills II

Currently the students taking this certificate are not eligible for PELL Grants because there is no pathway to an Associate degree. A proposal has been made to add an option to the current Kritser Diesel Associate degree so that there is a pathway for these students. The DEMR.AAS listed above would remain the same for diesel students, but a second option would be added for truck driving students.

Major Option 1 – (DEMR.AAS as is currently offered with no changes)

- Semester one – 15 semester hours of Auto/Diesel core courses
 - ✓ AUMT 1305 – Introduction to Automotive Technology
 - ✓ AUMT 1307 – Automotive Electrical Systems
 - ✓ MCHN 1320 – Precision Tools and Management
 - ✓ AUMT 1319 – Automotive Engine Repair
 - ✓ AUMT 1213 – Automotive Suspension and Steering Systems Theory
 - ✓ AUMT 1191 – Special Topics in Auto/Automotive Mechanic/Technician: ASE Prep

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- Semester two – 14 semester hours of diesel courses
 - ✓ DEMR 1329 – Preventative Maintenance
 - ✓ DEMR 1406 – Diesel Engine I
 - ✓ DEMR 2346 – Advanced Heating, Ventilation & Air Conditioning (HVAC)
 - ✓ DEMR 2412 – Diesel Engine Testing & Repair II
 - Semester three – 16 addition semester hours of diesel courses
 - ✓ DEMR 1316 – Basic Hydraulics
 - ✓ DEMR 1321 – Power Train I
 - ✓ DEMR 1347 – Power Train II
 - ✓ DEMR 2331 – Advanced Brake Systems
 - ✓ DEMR 2432 – Electronic Controls
 - Semester four – 15 semester hours of General Education courses
 - ✓ ENGL 1301 – Composition I
 - ✓ 3 hour Social/Behavioral Science course from list
 - ✓ 3 hour Mathematics course from list
 - ✓ 3 hour Language, Philosophy & Culture/Creative Arts course from list
 - ✓ 3 hour Speech course from list
- TOTAL 60 semester hours

Major Option 2 – (DEMR.TRANS.AAS) This is the same as the first option except that the 2nd semester of diesel courses would be replaced with the current CVOP certificate courses and would have a different flow of the semesters.

- Semester one – 16 semester hours of CVOP courses (Which are the courses for the Truck Driving Certificate currently being offered)
 - ✓ CVOP 1305 – Commercial Drivers License Written Skills
 - ✓ CVOP 1301 – Commercial Drivers License Driving Skills
 - ✓ CVOP 1245 – Commercial Drivers License Overview
 - ✓ CVOP 2205 – Fundamental Driving Skills
 - ✓ CVOP 2209 – Semi Tractor-Trailer Operator Driving Skills
 - ✓ CVOP 2233 – Advanced Driving Skills I
 - ✓ CVOP 2237 – Advanced Driving Skills II
- Semester two – 15 semester hours of CORE Tech Ed courses
 - ✓ AUMT 1305 – Introduction to Automotive Technology
 - ✓ AUMT 1307 – Automotive Electrical Systems
 - ✓ MCHN 1320 – Precision Tools and Management
 - ✓ AUMT 1319 – Automotive Engine Repair
 - ✓ AUMT 1213 – Automotive Suspension and Steering Systems Theory
 - ✓ AUMT 1191 – Special Topics in Auto/Automotive Mechanic/Technician: ASE Prep

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- Semester three – 14 semester hours of diesel courses
 - ✓ DEMR 1329 – Preventative Maintenance
 - ✓ DEMR 1406 – Diesel Engine I
 - ✓ DEMR 2346 – Advanced Heating, Ventilation & Air Conditioning (HVAC)
 - ✓ DEMR 2412 – Diesel Engine Testing & Repair II
- Semester four – 15 semester hours of General Education courses
 - ✓ ENGL 1301 – Composition I
 - ✓ 3 hour Social/Behavioral Science course from list
 - ✓ 3 hour Mathematics course from list
 - ✓ 3 hour Language, Philosophy & Culture/Creative Arts course from list
 - ✓ 3 hour Speech course from list

TOTAL 60 semester hours

(See attached Proposed Curriculum Revision document for more detail.)

The second option would create a pathway for Truck Driving Academy students to obtain an associates and brings in PELL Grant funding. Please note, a student would not have to take the associate degree to be Pell eligible for their certificate. The fact that there is a pathway to an AAS makes this possible.

The question was asked if this change would force a student to be TSI complete before taking the Truck Driving certificate. The answer is no. However, if that student went on to take the DEMR.TRANS.AAS they would need to be TSI complete before taking the DEMR courses. Sally Noyce inquired about the time it would take a student to complete the proposed AAS degree. Jerry Terry said that a student currently can complete the certificate in 8 weeks and the Associates would take four (16 week) semesters or 2 years. Claudia pointed out that a student could shorten that time frame by a whole semester (16 weeks) taking General Ed classes in the summer, online and/or during the 2nd half of the semester that they take the CVOP courses.

The committee wanted to know how much the Pell grant would pay. Jerry Terry said up to 90 credit hours of their classes could be covered by Pell. And pointed out that the Certificate is only 16 semester hours. Ms. Arnold mentioned that Pell funds could be used for tuition, fees, uniforms, books, whatever the student needs.

Another question was if a student were to take all of the courses listed about could they receive two AAS degrees at a discount? (DERM.AAS and DEMR.TRANS.AAS) The answer is no. AC policy states that a student who has received an Associate Degree from AC may obtain another in **another** area. And for each additional associate degree, a minimum of 18 additional undergraduate semester credit hours must be completed at AC. So if a student took all the courses listed above, they would earn either the DEMR.AAS with a CVOP.CERT.BAS, or the DEMR.TRANS.AAS with a DEMR.CERT.

With discussion ended, Jerry Edmonds made a motion to approve the proposed curriculum and Brad Western gave a 2nd. The Committee voted unanimously to move ahead with the changes. From here, the proposal will go to the AC curriculum committee.

Mr. Jacob thanked the committee for their consideration and approval and turned our attention to the Amarillo College Strategic Plan. At Amarillo College our vision is to ensure a 70% Completion Rate by 2020. Brian showed statistics gathered regarding Diesel Program student success rates from 2015, 2016 and 2017. The program had above 75% completion rate for all three years. Jerry Terry pointed out that there is no data yet regarding the Truck Driving Academy completion rates yet since they just started the academic courses this semester.

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- The next item on the agenda was equipment needs. Brian Jacob extended our gratitude for Mr. Kritser's generosity in support of our program. He pointed out that among his donations were the funds for our new diesel bay, three hydraulics trainers, troubleshoooting hydraulic circuits add-on package and a level 2 electrical control add-on package. Mr. Jacob feels like we are in good shape as far as our hydraulics course.
- Mr. Jacob pointed out that our budget was cut across the board at AC, and mentioned that if anyone had any warranty parts (ie: engines, power trains, differentials, brakes, air conditioning, electronics, hydraulics) that they felt like we could use as a training tool, we would love to borrow it before turning it in for warranty.
10. Other Business
- Please note, this was a joint meeting of Amarillo College's Truck Driving Academy Advisory Board (first half of the meeting) and the Kritser Diesel Program Advisory Board (second half of the meeting). Sheri Myers has prepared the minutes from the first half of the meeting (see attachments) and Rebecca Archer has prepared these minutes from the second half.

11. Adjourn
- Meeting was adjourned at approximately 1:30 pm.

 Randy Brehm	 Sheri Myers	Date: 12-11-2018	Next Meeting: TBD
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Current	Proposed
Kritser Diesel (A.A.S.) Program advisor: Contact Brian Jacob, 335-4219 (bjacob@actx.edu), or contact Claudia Arnold, 371-5355, Ware 300D (caarnold@actx.edu). Associate In Applied Science Major Code – DEMR.AAS <i>actx.edu/diesel</i> This program prepares a person to be a diesel technician and for ASE certification. The student works with the latest in diesel test equipment in hands-on laboratory experiences. Completion of this program prepares the student to work in the diesel industry. The Auto/Diesel technology core must be completed prior to the other classes. Program Requirements General Education Requirements (15 Semester Hours) Communication – 3 Hours ENGL 1301 - Composition I Social/Behavioral Science - 3 Hours Social and Behavioral Sciences Life & Physical Sciences/Mathematics - 3 Hours Mathematics Language, Philosophy & Culture/Creative Arts - 3 Hours Language, Philosophy & Culture or Creative Arts Institutional Requirement – 3 Hours Institutional Requirements - Speech Auto/Diesel Technology Core Requirements (15 Semester Hours) AUMT 1305 – Introduction to Automotive Technology AUMT 1307 – Automotive Electrical Systems MCHN 1320 – Precision Tools and Management AUMT 1319 – Automotive Engine Repair AUMT 1213 – Automotive Suspension and Steering Systems Theory AUMT 1191 – Special Topics in Auto/Automotive Mechanic/Technician: ASE Prep Major Course Requirements (30 Semester Hours) DEMR 1316 – Basic Hydraulics DEMR 1321 – Power Train I DEMR 1329 – Preventative Maintenance DEMR 1347 – Power Train II DEMR 1406 – Diesel Engine I DEMR 2331 – Advanced Brake Systems DEMR 2346 – Advanced Heating, Ventilation & Air Conditioning (HVAC) DEMR 2412 – Diesel Engine Testing & Repair II DEMR 2432 – Electronic Controls Total (60 Semester Hours)	Kritser Diesel (A.A.S.) Program advisor: Contact Brian Jacob, 335-4219 (bjacob@actx.edu), or contact Claudia Arnold, 371-5355, Ware 300D (caarnold@actx.edu). Associate In Applied Science Major Code – DEMR.AAS <i>actx.edu/diesel</i> This program prepares a person to be a diesel technician and for ASE certification. The student works with the latest in diesel test equipment in hands-on laboratory experiences. Completion of this program prepares the student to work in the diesel industry. The Auto/Diesel technology core must be completed prior to the other classes. Program Requirements General Education Requirements (15 Semester Hours) Communication – 3 Hours ENGL 1301 - Composition I Social/Behavioral Science - 3 Hours Social and Behavioral Sciences Life & Physical Sciences/Mathematics - 3 Hours Mathematics Language, Philosophy & Culture/Creative Arts - 3 Hours Language, Philosophy & Culture or Creative Arts Institutional Requirement – 3 Hours Institutional Requirements - Speech Auto/Diesel Technology Core Requirements (15 Semester Hours) AUMT 1305 – Introduction to Automotive Technology AUMT 1307 – Automotive Electrical Systems MCHN 1320 – Precision Tools and Management AUMT 1319 – Automotive Engine Repair AUMT 1213 – Automotive Suspension and Steering Systems Theory AUMT 1191 – Special Topics In Auto/Automotive Mechanic/Technician: ASE Prep Major Course Requirements (30 Semester Hours) DEMR 1329 – Preventative Maintenance DEMR 1406 – Diesel Engine I DEMR 2346 – Advanced Heating, Ventilation & Air Conditioning (HVAC) DEMR 2412 – Diesel Engine Testing & Repair II Major Options (16 Semester Hours) Students should select a major concentration in the career field of Diesel Mechanic or Diesel Transportation Technician Diesel Mechanic Suggested code: DEMR.AAS DEMR 1316 – Basic Hydraulics DEMR 1321 – Power Train I DEMR 1347 – Power Train II DEMR 2331 – Advanced Brake Systems DEMR 2432 – Electronic Controls

Kritser Diesel A.A.S. - DEMR.TRANS.AAS - Diesel Transportation Technician Option

Prefix	Number	Course Name	Course Type (ACGM/ WECM)	Weekly Lecture Hrs.	Weekly Lab Hrs.	Weekly External Hours	Contact Hours	Credit Hours
(e.g. ENGL)	(e.g. 1301)							
Note: You only need to add the Weekly Lecture Hour, Weekly Lab Hour, Weekly External Hour, and Contact Hour Information for the newly added courses to this particular program.								
First Year								
1st Semester - Fall or Spring								
CVOP	1305	Commercial Drivers License Written Skills	WECM	3	0	0	48	3
CVOP	1301	Commercial Drivers License Driving Skills	WECM	2	2	0	64	3
CVOP	1245	Commercial Drivers License Overview	WECM	2	0	0	32	2
CVOP	2205	Fundamental Driving Skills	WECM	1	2	0	48	2
CVOP	2209	Semi Tractor-Trailer Operator Driving Skills	WECM	1	2	0	48	2
CVOP	2233	Advanced Driving Skills I	WECM	1	2	0	48	2
CVOP	2237	Advanced Driving Skills II	WECM	<u>1</u>	<u>2</u>	<u>0</u>	<u>48</u>	<u>2</u>
		Total		11	10	0	336	16
2nd Semester - Fall or Spring								
AUMT	1305	Introduction to Automotive Technology	WECM	2	2	0	64	3
AUMT	1307	Automotive Electrical Systems	WECM	2	2	0	64	3
MCHN	1320	Precision Tools and MXXXXXX	WECM	3	0	0	48	3
AUMT	1319	Automotive Engine Repair	WECM	2	3	0	80	3
AUMT	1213	Automotive Suspension and Steering Systems Theory	WECM	1	2	0	48	2
AUMT	1191	Special Topics in Automotive (ASE Prep)	WECM	<u>1</u>	<u>1</u>	<u>0</u>	<u>16</u>	<u>1</u>
		Total		11	10	0	320	15
Second Year								
3rd Semester - Fall or Spring								
DEMR	1406	Diesel Engine I	WECM	2	6	0	128	4
DEMR	2412	Diesel Engine Testing and Repair II	WECM	3	2	0	80	4
DEMR	1329	Preventative Maintenance	WECM	2	2	0	64	3
DEMR	2346	Advanced Heating, Ventilation and Air Conditioning (HVAC)	WECM	<u>2</u>	<u>3</u>	<u>0</u>	<u>80</u>	<u>3</u>
		Total		9	13	0	352	14
4th Semester - Fall or Spring								
ENGL	1301	Composition I	ACGM	3	1	0	64	3
		Social/Behavioral Science	ACGM	3	0	0	48	3
		Life & Physical Sciences/Mathematics	ACGM	3	0	0	48	3
		Language, Philosophy & Culture/Creative Arts	ACGM	3	0	0	48	3
		Institutional Requirement	ACGM	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
		Total		15	1	0	256	15
Award Total				46	34	0	1264	60

Kritser Diesel A.A.S. - DEMR.AAS - Diesel Mechanic Option

Prefix	Number	Course Name	Course Type (ACGM/ WECM)	Weekly Lecture Hrs.	Weekly Lab Hrs.	Weekly External Hours	Contact Hours	Credit Hours
(e.g. ENGL)	(e.g. 1301)							
Note: You only need to add the Weekly Lecture Hour, Weekly Lab Hour, Weekly External Hour, and Contact Hour Information for the newly added courses to this particular program.								
First Year								
1st Semester - Fall or Spring								
AUMT	1305	Introduction to Automotive Technology	WECM	2	2	0	64	3
AUMT	1307	Automotive Electrical Systems	WECM	2	2	0	64	3
MCHN	1320	Precision Tools and MXXXXXX	WECM	3	0	0	48	3
AUMT	1319	Automotive Engine Repair	WECM	2	3	0	80	3
AUMT	1213	Automotive Suspension and Steering Systems Theory	WECM	1	2	0	48	2
AUMT	1191	Special Topics in Automotive (ASE Prep)	WECM	<u>1</u>	<u>1</u>	<u>0</u>	<u>16</u>	<u>1</u>
Total				11	10	0	320	15
2nd Semester - Fall or Spring								
DEMR	1406	Diesel Engine I	WECM	2	6	0	128	4
DEMR	2412	Diesel Engine Testing and Repair II	WECM	3	2	0	80	4
DEMR	1329	Preventative Maintenance	WECM	2	2	0	64	3
DEMR	2346	Advanced Heating, Ventilation and Air Conditioning (HVAC)	WECM	<u>2</u>	<u>3</u>	<u>0</u>	<u>80</u>	<u>3</u>
Total				9	13	0	352	14
Second Year								
3rd Semester - Fall or Spring								
DEMR	2432	Electronic Controls	WECM	2	6	0	128	4
DEMR	1321	Power Train I	WECM	2	2	0	64	3
DEMR	1347	Power Train II	WECM	2	2	0	64	3
DEMR	2331	Advanced Brake Systems	WECM	2	2	0	64	3
DEMR	1316	Basic Hydraulics	WECM	<u>2</u>	<u>2</u>	<u>0</u>	<u>64</u>	<u>3</u>
Total				10	14	0	384	16
4th Semester - Fall or Spring								
ENGL	1301	Composition I	ACGM	3	1	0	64	3
		Social/Behavioral Science	ACGM	3	0	0	48	3
		Life & Physical Sciences/Mathematics	ACGM	3	0	0	48	3
		Language, Philosophy & Culture/Creative Arts	ACGM	3	0	0	48	3
		Institutional Requirement	ACGM	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
Total				15	1	0	256	15
Award Total				45	38	0	1312	60

Amarillo College Strategic Plan

Amarillo College is committed to the future of Amarillo and the Texas Panhandle. As an institution our mission is to enrich the lives of our students and community by helping learners identify an educational pathway that will ultimately lead to success in life. Amarillo and the surrounding communities will thrive through this commitment to student success as we develop and educate the future workforce.

No Excuses 2020 is our commitment to every one of our students. From the time that they begin their educational journey, students will experience an equitable and affordable environment where they can develop skills to meet labor market demands or prepare for a smooth transfer to a 4-year institution.

The strategic plan outlines five goals which all focus on student completion. Our vision is to ensure a 70% Completion Rate by 2020.

Completion is at the heart of every initiative here at Amarillo College. Our goal is to create programs that will serve to improve persistence of our students. Further, we are committed to increasing the number of students who complete a certificate, degree, and/or transfer to a 4-year institution; while focusing on decreasing the time it takes to complete a degree.

Accountability for student success

- Exercise a data-driven approach to improve key student success metrics
- Systemize a team-based approach to problem-solving and enhancing key student success metrics
- Implement a drop-rate reduction and expanded early alert initiative

TASKS

Career/transfer focus for all advising

- Leverage technology to simplify career and transfer pathways to completion
- Integrate financial aid, academic advising, and career pathways
- Optimize academic advising impact by adopting "success coach" model.

TASKS

Program for student success with more responsive and purposeful scheduling

- Accelerate program time to degree
- Implement block scheduling aligned with pathways
- Increase evening, summer, and alternative course offerings and schedules
- Stackable certificates aligned with high school offerings and credit for prior learning
- Enhance and expand tutoring across all programs

TASKS

Revise & Contextualize Developmental Education

- Develop contextualized learning communities in blocks with supplemental instruction and co-curricular resources
- Centralize developmental education advising, processes, and scheduling
- Shorten sequencing for completion of requirements for college readiness through bridge programs and creative pedagogical approaches

TASKS

As the labor market changes and grows, Amarillo College is prepared to ensure the strength of the job market in the Texas Panhandle by creating students who are top performers in their field. This means that our programs are aligned to a Career Pathway which gives students a clear plan of study. Additionally, we are continually investing in our programs to guarantee their quality and staying ahead of national trends.

Intentionally Focus Programs for quality, productivity, and viability

- Align all degrees with HB5 endorsement areas
- Intentional and purposeful program review
- Align programs with labor market demand and endorsement areas
- Define employment data for students

TASKS

Cluster degree programs by endorsement

- Catalog organization of degrees by endorsement
- Website organization of degrees by endorsement
- Market and recruit terminal degrees by market demand

TASKS

Focus transfer students on a "transfer degree"

- Align program offerings with transfer institution degree
- Intentionally drive a holistic transfer process

TASKS

The classroom experience is key to a student's performance. Research in student learning shows that a blend of learner-centered and active learning pedagogy techniques both improve student mastery of content and keeps the student engaged with course curriculum. Our faculty are committed to continual development of pedagogies to improve student learning.

Enhance the use of learner-centered pedagogy and high impact practices across the curriculum

- Offer a series of faculty development workshops on learning centered pedagogy and high impact practices
- Revise faculty performance review to include use of learner-centered pedagogies and high impact practices
- Create faculty fellows to mentor other faculty in learner centered pedagogies and high impact practices
- Develop international experiences linked to program outcomes
- Embed research modules into key courses

TASKS

Leverage program outcomes for improved learning

- Leverage technology to simplify career and transfer pathways to completion
- Integrate financial aid, academic advising, and career pathways
- Optimize academic advising impact by adopting "success coach" model.

TASKS

At Amarillo College, we believe that everyone should have access to a quality education. To this point, we are continually strengthening our efforts to enroll, advise, and encourage completion for students of all populations. In order to accomplish this point, we are working to connect students to resources that will help in their success,

establish policies to eliminate poverty barriers, and create an inclusive environment for the entire family.

Redesign courses for equity gains

- Develop faculty to address achievement gaps
- implement adapted learning approaches based on individual learning profiles

TASKS

Systemically remove barriers of poverty

- Scale systemic approach to poverty through policies and practices
- Expand ability to connect students to community services

TASKS

Scale NO Excuses “culture of caring” programs and training

- Student Success certification for all employees
- Embed student-centered service into all employee trainings and job descriptions

TASKS

Integrate whole families into enrollment and completion

- Intentionally include and communicate with families about progress to completion
- Broaden definition and intentionally collect information about first generation status

TASKS

Ensure equitable access to all college resources

- Link block scheduling with child specific Continuing Education offerings
- Systemically strengthen partnerships with community based programs for underserved populations
- Provide specialized advising/registration events for key area high schools
- Strategically increase financial aid applications and award
- Increase employee and community participation in the AC Coach/Champion program

TASKS

As a community funded institution, Amarillo College strives to be responsible with community funds and commits to being entrepreneurial and innovative in identifying new ways of funding programs.

Build smaller and more responsive budgets by leveraging technology and strategic alignments

- Align budgets, tuition and fees, assessment/outcomes, and institutional goal through program review
- Establish 5-year budget models
- ~~Study and explore "Bring Your Own Device" systems~~
- Streamline organizational structure to optimize employee base
- Simplify and streamline the student enrollment and recruitment policies and processes

TASKS

Construct an organizational structure for fund raising

- Increase donations through on-line targets by program
- Define policies and processes for fund raising

TASKS

Ensure grants support and extend institutional goals

- Conduct cost-benefit analysis for every grant
- Maximize grants for cost sharing within the institution

TASKS

Define and build equitability for employees

- Industry specific stipends for high demand fields
- Competitive employee compensation
- Develop systems for robust employee development

TASKS

AMARILLO COLLEGE

SIGN-IN SHEET
11/30/2018

Truck Driving/Diesel combined Advisory Meeting

PRINT NAME	POSITION	COMPANY	PHONE	EMAIL
1. Derek Lyon	Instructor	ATC	4374	
2. David Hall	Admin	AC	335-4309	dahall@actx.edu
3. Jerry Terry	Director	AC	335-4385	jterry@actx.edu
4. Billy Cranner	GM	AREA Trailer Sales	223-6477	bcanner@area-trailersales.com
5. Maxwell McNorris	Student/Staff	AC	654-4389	maxmcnorris@amarillocollege.edu
6. Betty W. Bareilly	Instructor	AC		
7. Johnny Puckett	Gm	Bruckner's	679-2592	jpuckett@brucknertruck.com
8. Rusty Bullock		AC		
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AMARILLO COLLEGE

SIGN-IN SHEET
11/30/2018

Truck Driving/Diesel combined Advisory Meeting

PRINT NAME	POSITION	COMPANY	PHONE	EMAIL
1. Downy Morgan	Service Manager	Amarillo Thrive Kry	806-654-8492	dmorgan@amarillothrivemore.com
2. Rebecca Briner	Secretary	AC	806-335-4211	rebecca@actr.edu
3. Brina Jacob	Coordinator	AC	335-4219	
4. Arlene Lin	VP	Dee Ki Truck	653-8372	
5. Daniel Haley	DotDiner	Budweiser DC	806-343-1746	danielhaley@budweiser.com
6. James Taylor	student	AC	806(471-0113)	
7. Joe Greene	Student	Kimrod Transport	679-2540	joe@kimrod.com
8. Michael Millians	student	AC	420-7031	M.Millians 83@qmail.com
9. Pam Jackson	Academic Advisor	AC	371-5917	pamjackson@actr.edu
10. Paul Behr	Dealer Trainer	Premier Truck Group	694-2703	pbeh@premiertruckgroup.com
11. Leah Smith	Safety Manager	Parhade Transportation Group	345-7864	leahsmith@parhade.com
12. Sally Dayer	HR Mgr	Parhade Express	364-2023	
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AMARILLO COLLEGE

SIGN-IN SHEET
11/30/2018

Truck Driving/Diesel combined Advisory Meeting

PRINT NAME	POSITION	COMPANY	PHONE	EMAIL
1. MICHAEL KITTEN	DEAN	AC	335-4352	MDKITTEN@ACTX.FSU
2. Cindy Mulher	Trainer	AC	335-4372	CD109549@ACTX.FSU
3. Sheri Myers	Assistant	AC	335-4370	SMYERS@actx.edu
4. Brad Western	Mgr.	Yellowhouse	806-281-4658	BradWestern@Yellowhouse.us
5. Platt Batista	Trainer	Yellowhouse	806-506-0641	plattb@Yellowhouse.us
6. CLINT PEARCY	Svc MANAGER	YELLOWHOUSE	806-247-5137	CLINTP@YELLOWHOUSE.US
7. Dennis Sorne	Disability services	AC	806-430-2204	dennis.sorne@actx.edu
8. MARK MILLER	DOT Consulting		806-358-1938	markm0071@suddenlink.net
9. Jerry Edmonds	Integrity Ag Operations Man		806-268-1792	JB85em@gmail.com
10. Paul Tacket	Mge	Premier	342-2129	Ptacket@premiertruck.com
11. Mattias Hinkel	Service Manager	Commis	806-373-3793	gh204@commis.com
12. Wayne Pearson	Ops Mgr	Commis	806-373-3793	Wayne.Pearson@Commis.com
13. Claude Arndt	Advisor	AC		
14. Tackey Anthony	Adviser	Truckee	806-376-6273	Tackey@Truckee
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Amarillo College Professional Truck Operations Advisory Committee

Agenda – November 30, 2018

1. Welcome & Introductions (Jerry Edmonds – Chairman of Professional Truck Operations Committee)
2. Approval of Minutes
3. Director's Reports – Jerry Terry
 - a. Accreditation Report
 - i. NAPFTDS Members – Director serves on the Board of Directors
 - ii. Adopted all Entry Level Driver Training (ELDT) requirements by the FMCSA
 - b. AC Strategic Plan
 - i. IDS
 - ii. Completion Goal
 - iii. Degree Alignment
 - iv. Learning
 - v. Equity
 - vi. Financial
4. Student Representative – Michael Millirans
 - a. Tutoring
 - b. Social Services
 - c. Other Concerns
5. Diesel Technology & Professional Truck Operations Academic Advisor – Claudia Arnold
 - a. # Program Majors
 - b. Advising Information/Concerns
6. Affiliation Reports
 - a. Dee King Trucking – Aaron King
 - b. T Miller Wrecker Service – David Ferrill
 - c. City of Amarillo – David Sanchez
 - d. Budweiser Amarillo – Daniel Haley
 - e. Integrity Ag – Jerry Edmonds
 - f. Kimrad – Joe Greene
 - g. Bruckner's – Johnny Puckett
 - h. Consulting – Mark Miller
 - i. PTG – Rick Sims
 - j. Schwerman Trucking – Ricky Nutt
 - k. Amarillo College – Rusty Dillon
 - l. Panhandle Express – Sally Noyce
 - m. Jax Transport – David Trimble
 - n. Fairly Group – Steve Lapp
7. Dr. Tamara Clunis or Frank Sobey-VPAA Amarillo College
8. Dean of Technical Education – Michael Kitten

Truck Driving Academy Advisory Board Meeting

November 30, 2018

Amarillo College East Campus

Agenda

1. Welcome and introductions
2. Approval of minutes
3. Director's report; accreditation report, Amarillo College strategic plan
4. Student Representative
5. Advisor report
6. Affiliation reports
7. Academic affairs
8. Dean of Technical Education
9. Perkins Coordinator
10. Other business

Present from AC:

Jerry Terry, Cynthia Miller, Rusty Dillon, David Hall, Sheri Myers, Michael Kitten, Claudia Arnold, Pam Jackson, Dennis Sarine, Michael Millirans

Present from Trucking Industry:

Aaron King, Daniel Haley, Jerry Edmonds, Joe Greene, Johnny Puckett, Mark Miler, Rick Sims, Sally Noyce, Billy Cramer

Summary of Meeting

I. Meeting called to order at 12:09 pm. Jerry Terry welcomed everyone and introduced the committee chair, Jerry Edmonds.

II. Jerry Edmonds, committee chair, began the meeting with a few moments for everyone to review the minutes from the last meeting held on March 22, 2018. Motion by Aaron King to accept the minutes second by Joe Green. Minutes from March 2018 were approved.

III. Director's Report – Jerry Terry

- Today's Professional Truck Operations Advisory Committee meeting is a joint meeting with the Diesel Technology Advisory Committee to discuss a curriculum that will benefit both Amarillo College departments and their students.
- The Amarillo College Truck Driving program is accredited through the Nation Association of Publicly Funded Truck Driving Schools. Mr. Terry is a board member of that association. Accreditation ensures a level of quality in a program. Related to that quality are guidelines from the Federal Motor Carrier Safety Administration that take effect in February 2020. The Amarillo College curriculum is already in line with those guidelines.
- A copy of the Amarillo College Strategic Plan was provided to all attendees. A review of the major points:

- Data collection is being conducted by Colin Witherspoon of Amarillo College and offers valuable insight.
 - A completion goal of 70 percent success rate by 2020. The truck driving program has a 93 percent success rate according to last year's data.
 - Degree alignment is the goal of the pathway between Diesel and Truck Driving.
 - Learning; the truck driving program employs visual, auditory and tactile learning techniques.
 - Equity. We realize that funds come to our school and we strive to be good stewards of those funds.
 - The school tries to stay within budget and uses its allocated financial resources wisely.
- IV. Truck driving student Michael Millirans shared his experience in the truck driving school. He appreciates the time instructors take with students. He feels that Amarillo College has prepared him for the driving test and is excited about the career that awaits him. Michael appreciated the Thanksgiving bags that were handed out before the holiday.
- V. Diesel Technology & Professional Truck Operations Academic Advisor, Claudia Arnold, stated that she has limited counseling experience with CDL students. This is her first year to advise truck driving students since truck driving has only been academic since the Fall 2018 semester.
- VI. Affiliation reports. Each employer expressed their appreciation for the quality of the Amarillo College Truck Driving program. All spoke highly of the employees they have hired from our school. One employer, Panhandle Express, has hired a total of 51 of our former students.
- Dee King Trucking – Aaron King
 - Budweiser Amarillo – Daniel Haley
 - Integrity Ag – Jerry Edmunds
 - Kimrad Trucking – Joe Greene
 - Bruckner's – Johnny Puckett
 - Consulting – Mark Miller
 - Panhandle Transportation Group – Rick Sims
 - Amarillo College – Rusty Dillon
 - Panhandle Express – Sally Noyce.
- VII. Dean of Technical Education, Michael Kitten expressed his appreciation for the participation of Industry Partners. Perkins grants are important in obtaining funds for teaching materials and these advisory meetings are a Perkins requirement. The Vice President of Academic Affairs sends regrets that they were unable to attend this meeting.
- VIII. Other business: This was a joint advisory committee meeting with the Diesel Technology advisory committee. A pathway between Truck Driving and Diesel Technician programs was discussed and voted in that portion of the meeting.
- Meetings were adjourned at 1:31 pm.