

Advisory Committee Meeting Minutes

PROGRAM COMMITTEE NAME:		Industrial Technology Program	
CHAIRPERSON:			
MEETING DATE:	10-Dec-19	MEETING TIME:	3:00 p.m.
		MEETING PLACE:	East Campus - Manufacturing Education Center, Room 104
RECORDER:	Debra Russell		PREVIOUS MEETING:
			Email meeting, February 2018

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
	Amanda Cullum	Recruiter	Chevron	(432) 687-7595	acullum@chevron.com
	Chuck Lemons	Maintenance	ASARCO Refinery	(806) 468-4178	clemons@asarco.com
X	Daniel Ramos	Owner	Snow Bear	(806) 206-0518	danielhvac7@yahoo.com
	Frank Wilburn, Sr.	Owner	Frank's Repair Plumbing	(806) 355-5697	frank@frankrepairplumbing.com
	Gary Marcum	Owner	Patrick Heating and Air	(806) 622-3862	garym@patrickcompanies.com
	Guadalupe Campos, Jr.	Manager	Grizzle Geating and Air	(806) 622-7676	campos@grizzlehvac.com
	John Kelly	Maintenance Coordinator	City of Amarillo, Airport	(806) 335-1671	john.kelly@amarillo.gov
X	Kasey Kuriyama	Operations Manager	Cactus Varied Industries	(806) 685-8997	kasey.kuriyama@cactusfeeders.com
	Ken Starcher	Professor	West Texas A&M University	(806) 651-2296	kstarcher@wtamu.edu
X	Lance Keys	Maintenance Manager	ASARCO Refinery	(806) 468-4178	lkeys@asarco.com
	Max Grant	Maintenance	Amarillo Gear Company	(806) 622-1273	mgrant@amarillogear.com
	Michael Wilson	I&E Coordinator	Phillips 66 Pipeline LLC	(806) 318-9296	michael.d.wilson@p66.com
	Nick Wade	Facilities Manager	Potter County Maintenance	(806) 349-4952	nicholaswade@co.potter.tx.us
	Paul Ebben	Building Maintenance	Affiliated Foods	(806) 676-5140	pebben@af.ama.com
	Phillip Laub	Refrigeration Tech	Affiliated Foods	(806) 290-5304	plaub@af.ama.com
	Ricky Martinez	Sales, Valve Tech	Rawson	(806) 352-1492	ricky.martinez@rawsonlp.com
	Robert Macias	Electrical Lead	Affiliated Foods	(806) 570-7087	rmacias@af.ama.com
	Sergio Urias	Recruiter	Chevron	(432) 687-7595	urse@chevron.com
	Shawn Jennings		Xcel Energy	(806) 220-5656	
	Simmie Callahan V	Project Manager	Plains Plumbing	(806) 376-6375	cinco@plainsplumbing.com
X	Stoney Lee	Branch Manager	Van Zandt Controls	(806) 452-9088	slee@vzcontrols.com
	Tim Clayton	Water Production Superintendant	City of Amarillo	(806) 378-3019	tim.clayton@amarillo.gov
	Todd Stavenhagen	Maintenance Supervisor	City of Amarillo	(806) 378-6039	todd.stavenhagen@amarillo.gov
	Torey Mahanay	Owner	Mahanay's Heating and Cooling	(806) 570-4773	mahanaync21@hotmail.com
X	William Johnson	Managing Partner	Wind Tech Recruiters	(954) 770-1903	william@windtechrecruiters.com

EX-OFFICIO'S PRESENT				
X Brent Childers	Instructor	Amarillo College	(806) 335-4280	w0153488@actx.edu
X Debra Russell	Administrative Specialist, Tech Ed	Amarillo College	(806) 335-4390	dtrussell@actx.edu
X Ed Nolte	Instructor	Amarillo College	(806) 335-4277	enolte@actx.edu
X Jeff Hale	Instructor	Amarillo College	(806) 335-4311	jdhale@actx.edu
X Dr. Linda Munoz	Dean, Technical Education	Amarillo College	(806) 335-4352	lmunoz27@actx.edu
X Robert Johnson	Instructor	Amarillo College	(806) 335-4263	rjohnson@actx.edu
X Walt Webb	Instructor	Amarillo College	(806) 335-4221	walter.webb@actx.edu
AGENDA ITEM		ACTION DISCUSSION INFORMATION		
Old Business:	No old business			
Continuing Business:	No continuing business			
New Business:				
Welcome / Introductions				
Curriculum Decisions:				
Program Curriculum & Status				
Other:				
Open Discussion				
KEY DISCUSSION POINTS		DISCUSSION		
Old Business:	No old business			
Continuing Business:	No continuing business			
New Business:				
Welcome / Introductions	Ed Nolte opened the meeting with a welcome to all. Introductions were made by each attendee. It was noticed that all options within the Industrial Technology program were represented. Dr. Kim Hays, program chair, was covering class to allow other instructors to attend the meeting.			

<p>Program Curriculum and Status</p>	<p>Handouts of the rotation chart and program specifics were explained by instructors. Classes are taught on an eight week block and each class meets twice a week for four hours a day and are conducted mornings from 8 a.m. to noon and evenings from 6 to 10 p.m. Basically, students attend class Monday through Thursday for four hours either in the morning or at night. The program is designed to start in the fall semester where classes are offered around the year- fall, spring and summer. There are also starting classes in the spring as well. When students start, they all take the first four fundamental classes before they take any other classes. Then, they break out into the major options during the second semester. They also take several electrical classes that are common to all the options.</p> <p>During a discussion about enrollment it was pointed out that generally night classes are the larger enrollment. Classes are usually taught by the same teacher both morning and evening so students have the flexibility to come to either class time when work schedules change or they have to miss their particular scheduled class time.</p> <p>Between the Wind option and the Instrumentation option, there are 34 current students enrolled for the Spring semester. Eight HVAC students and 11 Electromechanical students will move into Spring classes. The Motor Controls and the Programmable Logic Controllers classes both have over 25 night students. These numbers are very large and hard to manage in the hands-on labs. These classes will probably be divided into two separate classes. It was asked if new instructors would have to be hired to accommodate additional classes. Adjunct faculty can be hired if necessary, but it was explained that it is very hard to find qualified instructors or part-time lab assistants. It was suggested that the members keep the program in mind and maybe help to fill the need.</p> <p>It was emphasized that students graduate the program with entry-level knowledge. Daniel Ramos said he has hired two of the HVAC students and is impressed with their knowledge and skills. He said they have needed very little additional training from him but when needed they ask good questions.</p> <p>There was some discussion about state guidelines or certifications that students are learning/receiving. It was explained that the guidelines and course outcomes we must follow through WECM (Workforce Education Course Manual) are very broad and that members play a big part in helping to design classes or skills that are taught. Input from the members is very important.</p> <p>The possibility of job shadowing was mentioned to the members and if any shops are open at night for the night students. It was mentioned that there may be later shifts during the summer where students could get the external learning experience. It was also mentioned that there are opportunities for companies to send their employees to classes.</p>
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Open Discussion	<p>During open discussion:</p> <p>Stoney Lee asked about the Instrumentation option. Jeff Hale explained that while Instrumentation is very electronics heavy, there are some pneumatics classes as well.</p> <p>Some equipment may be cost prohibitive - mainly equipment dealing with CNC equipment and programming used in the shops. Dr. Munoz agreed that this equipment is very expensive and difficult for the college to purchase but maybe grants could be written to acquire.</p> <p>Kasey Kuriyama mentioned that what he has seen lacking in students is the understanding of how manufacturing works and the concepts of why things work the way they do. Ed Noite explained that these are the items we need input on and have conversations about so curriculum can be changed if needed. It was explained that the beginning class projects are quality and time driven. All members are invited to come to any of the classes to see projects and/or what is being taught.</p> <p>Many scholarships are available but it is difficult to get students to complete the applications. Most high school students are in day classes but the number of them is low. The average age in classes is the mid 20s.</p> <p>Daniel Ramos said he gives a test to potential employees. The two employees he hired from the HVAC program passed the test very well but he had questions about ductwork content in the installation class. Bob explained about the sizing and load calculations that are taught in the class but it does not contain much about building ductwork.</p> <p>Dr. Munoz asked where in the rotation of classes would companies start to hire students if there was an intern opportunity. Most companies responded that they would hire students after the spring classes or during the summer which would be in the student's third semester.</p> <p>Others explained they could hire students after they have had safety. It was reported that safety is an ongoing topic in every class. Several members explained that their company has to do their own safety training.</p> <p>William Johnson reported that the Wind industry has four certifications that all employees are required to obtain: First aid and CPR, OSHA 10, an Electrical Safety class, and Tower Rescue. These certifications cost about \$1,500. He did say that Electromechanical students could also interview for positions in Wind Energy career field.</p>
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	<p>During discussion, it was explained that there is a dress code at the East Campus. Students are required to wear uniform logo shirts, they wear safety glasses any time they are in the labs, and no short pants or open-toed shoes. Classes also focus on written communication in the coursework.</p> <p>It was asked if we do any working partnerships with business? Bob Johnson explained that we currently have a contract with Tyson Foods for industrial training. Programs such as this are similar to the academic classes but customized to what the company wants. Lance Keys explained that ASARCO has their own non-accredited online apprenticeship program geared for their mechanical workers. He was asking about the possibility of classes/program for his mechanical employees but it would be small numbers. Mr. Keys was directed to the curriculum handout to review classes and their content. There are many options to get the skills that his employees need.</p> <p>Lance Keys mentioned that he has had no problem with any of the students that have been hired at ASARCO. William Johnson said he has hired some students; some with good attitudes and some not. He explained there needs to be more awareness of AC throughout the Wind industry. He also mentioned that graduates really need those required certifications as they are hard to place in the career field without them. Daniel Ramos said that the AC graduates he has hired have been very professional and knowledgeable. He mentioned he would be willing to take some students for external learning opportunities.</p> <p>There was some discussion about teaching productivity to the students. Ed Nottle explained in the beginning classes, students are introduced to the need for productivity and quality performance. This also comes with experience on the job site.</p> <p>Ed asked if the members would give a "skills/gap" analysis to evaluate what industry needs are compared to what students are lacking when they complete the programs. Dr. Munoz commented that fees could possibly be added to allow for extra certifications that students may need in order to get jobs.</p> <p>Dr. Munoz mentioned that there are plans for a job fair in the spring. There was discussion about the next meeting and William Johnson volunteered as chair. A suggestion was made that the next meeting be in February prior to the job fair that Dr. Munoz talked about.</p> <p>With no further business, the meeting adjourned at 5:00 p.m.</p>	
Open Discussion		
Recorder Signature: <i>Debra S. Russell</i>	Date: December 17, 2019	Next Meeting: Tentatively February 2020