

# Advisory Committee Meeting Minutes

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|---------------------------------------------------------------------------------------------|-----------------------|------------------------------------------|----------------------------|------------------|-----------------------------------|
| PROGRAM COMMITTEE NAME:                                                                     |                       | Automotive Technology Advisory Committee |                            |                  |                                   |
| CHAIRPERSON:                                                                                |                       | Jason Reed                               |                            |                  |                                   |
| MEETING DATE:                                                                               |                       | 10/10/19                                 | MEETING TIME:              | 11:30am – 1:00pm | MEETING PLACE:                    |
| RECORDER:                                                                                   |                       | Rebecca Archer                           | PREVIOUS MEETING: 11/09/18 |                  |                                   |
| COMMITTEE MEMBERS                                                                           |                       |                                          |                            |                  |                                   |
| List all members of the committee, then place an X in the box left of name of those present |                       |                                          |                            |                  |                                   |
|                                                                                             | NAME                  | TITLE                                    | EMPLOYER INFO              | PHONE            | EMAIL                             |
| X                                                                                           | Jay Barrett           | Principal                                | AACAL                      | 806-326-2805     | jay.barrett@amaisd.org            |
| X                                                                                           | Gary Burns            | Service Manager                          | Brown Auto Group           | 806-467-7507     | gary.burns@brownautogrp.com       |
|                                                                                             | Roger Cross           | Owner                                    | Meineke                    | 806-236-8823     | meinekeamarillo@gmail.com         |
| X                                                                                           | Bill Fournier         | Manager                                  | Country Auto               | 503-917-9857     | billfournier@countrychevrolet.net |
|                                                                                             | Pedro Hernandez       | Shop Foreman                             | Street Toyota              | 806-674-7357     | pedro_hernandez@street-toyota.com |
|                                                                                             | Rudy Ibarra           | Parts and Service Manager                | Gene Messer Ford           | 806-355-7471     | ribarra@genemesser.com            |
|                                                                                             | Art Perez             | Manager                                  | Scotties Transmission      | 806-358-4040     | scottiestransmission@yahoo.com    |
| X                                                                                           | Karyn Pierce          | CTE Director                             | AISD                       | 806-326-1305     | karyn.pierce@amaisd.org           |
|                                                                                             | Danny Ramirez         | Tech                                     | Scotties Transmission      | 806-358-4040     | scottiestransmission@yahoo.com    |
| X                                                                                           | Jason Reed            | Parts & Service Director                 | Street Toyota Mazda        | 806-282-1881     | jason_reed@street-toyota.com      |
|                                                                                             | Brian Shannon         | Service Manager                          | Tri-State Ford             | 806-231-8738     | brian.shannon@tri-stateford.com   |
|                                                                                             | Jeff Young            | Shop Foreman                             | Texas Panhandle Centers    | 806-570-0401     | jyoung1123@hotmail.com            |
|                                                                                             | Tony Young            | Owner                                    | Young's Automotive         | 806-353-4113     | aryyoung@yahoo.com                |
| EX-OFFICIO'S PRESENT                                                                        |                       |                                          |                            |                  |                                   |
| X                                                                                           | Rebecca Archer        | Automotive Department Secretary          | Amarillo College           | 806-335-4211     | rcarcher@actx.edu                 |
| X                                                                                           | Isaac Bernal          | Automotive Faculty                       | Amarillo College           | 806-335-4209     | isaac.bernal@actx.edu             |
| X                                                                                           | Paul “Scott” Bratcher | Automotive Faculty                       | Amarillo College           | 806-335-4383     | sbratcher@actx.edu                |
| X                                                                                           | Eddie Casias          | Auto Collision Faculty                   | Amarillo College           | 806-433-7802     | ecasias@actx.edu                  |
| X                                                                                           | Bryan Cresap          | Automotive Faculty                       | Amarillo College           | 806-353-9369     | bryan.cresap@actx.edu             |
| X                                                                                           | Toni Gray             | Dean, CE                                 | Amarillo College           | 806-341-2393     | tgray@actx.edu                    |
| X                                                                                           | Al Guardino           | Advisor                                  | Amarillo College           | 806-683-6558     | aiguardino@actx.edu               |
| X                                                                                           | David Hall            | Associate Dean of Technical Education    | Amarillo College           | 806-335-4309     | dhall36@actx.edu                  |
| X                                                                                           | Joe Hernandez         | Automotive Faculty                       | Amarillo College           | 806-335-4223     | jahernandez72@actx.edu            |
| X                                                                                           | Jerry Terry           | Interim Transportation Program           | Amarillo College           | 806-335-4385     | jittery@actx.edu                  |
| OTHERS PRESENT                                                                              |                       |                                          |                            |                  |                                   |
| X                                                                                           | Theresa Albrecht      | Educator                                 | AACAL                      |                  | theresa.albrecht@amaisd.org       |
| X                                                                                           | Trey Hilbert          | Instructor                               | AACAL                      |                  | webb.hilbert@amaisd.org           |
| X                                                                                           | Tiffany Hooker        | Assistant Principal                      | AACAL                      | 806-236-2821     | tiffany.hooker@amaisd.org         |
| X                                                                                           | Will Lewis            | Instructor                               | AACAL                      | 806-206-6834     | lwilliam22@gmail.com              |

## Advisory Committee Meeting Minutes

### 1. Welcome and Introductions

Introductions were made. Jason Reed agreed to continue as Chairperson welcomed everyone to the meeting.

### 2. Approval of minutes

A motion was made by Karyn Pierce to approve the minutes from the meeting in November, 2018. Joe Hernandez 2<sup>nd</sup> the motion and the motion carried. Since this was a joint Advisory meeting for both Amarillo College and AACAL, a motion was also made to approve the AACAL minutes from their previous advisory meeting as well. They too were unanimously approved.

### 3. Member Reports

David Hall invited our industry partners to let us know of any needs they may have, tell us about any AC/AACAL students or graduates they may have working for them and any feedback they would like to share, any improvements they would like to see, etc.

Jason Reed – Street Toyota – said they desperately need more technicians. He doesn't have any AC students working for him currently although he does have some AACAL students, which they are having good luck with. They are open to Internships which could turn into employment opportunities. He said he has enjoyed working with both Amarillo College and AACAL.

A couple of the things discussed that he needs for students to have are:

- A good background in electrical and diagnostics
- Good detailed/writing skills (important for warranties, customer returns, vehicle service history, justification of amount charged to customer, liability issues)

Jay Barret asked if our partners could possibly provide us with a good example of work tickets produced to show our students. Perhaps 2 tickets for the same kind of work, one with very good details and one without that would demonstrate what a difference it makes when it comes to how much the customer is charged.

Gary Burns – Brown Auto Group – said he has 1 intern currently working for him and 2 or 3 technicians that have gone through AACAL. He said they have had good luck with the interns.

Jerry Terry mentioned that we are looking at expanding the internships into Amarillo College and eventually turning them into Apprenticeships near the end of their education. He wants to speak with all of our Advisory Members individually about those possibilities.

Bill Fournier – Country Auto – said he is currently looking for a technician and came today to see if we might suggest any of our students for consideration. He said he is open to bringing an intern in or a part-time tech. He brought up the discussion of the writing skills when it comes to ROs and he too said that consistency and detail are critically important to him. He said that we should stress that to our students.

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### 4. Amarillo College (Ex-officio) Member Reports

David Hall told the group that since the last time we met, we have had some leadership changes. He introduced Jerry Terry who in addition to being the Coordinator of the CDL program is now the Interim Coordinator over the Automotive, Auto Collision, and Diesel programs. He praised him for his hard work on behalf of the Automotive program this summer.

Jerry Terry acknowledged the help of the Automotive faculty in getting the changes made this summer. He mentioned that we recently earned our ASE Accreditation and he mentioned that during the exit interview with the Accreditation team we were given a list of things that needed to be addressed. He said that we have now corrected all of those items as well as implementing some new upgrades. He mentioned that with the help of other areas we were able to find the funding. The list of improvements includes:

- Air/Electric/Water Hose reels coming from the ceiling at each bay (removed tripping hazards)
- Port-a-cools for each area
- All equipment has been bolted down
- 2 new Quincy air compressors
- 3 new lifts installed
- Moved diesel program to the Kritser Diesel bay giving Automotive more space
- Streamlined equipment placement for better usage
- New oil drains with pumps to alleviate heavy lifting
- New air lube machine
- Adopted the CDX book that AACAL is using

Jerry expressed his appreciation to Jay Barrett for the program he has built. We look forward to a continued and improved partnership in education. Mr. Barrett agreed with Mr. Terry that our partnership is a win/win for both schools.

David Hall announced that we are working on a curriculum redesign for the Automotive program. This will be a year-long process working with Dr. Petty who is a curriculum redesign specialist on our Washington Street Campus. We are moving to two 8-week blocks of instruction per semester instead of the current 16 week block of stacked sequential courses. This will align our schedule with the rest of the college.

Mr. Hall reminded us that about a year ago, we discussed the need for student tools and the possibility of creating a student tool center. We have now taken that forward and are receiving quotes from several different vendors including Mac, Matco, Snap-on, and Yellowhouse. The plan is to make a large purchase so that we have tools on hand for student use. We still plan to highly-encourage the students to invest in their own tools while they can get them at student discounted prices because we know they will need them when entering the workforce. One concern regarding insisting that they buy them during their 1<sup>st</sup> semester is that this is a large investment. We want them to be able to understand what they need before they purchase. Mr. Barrett asked that we inquire with the vendors about a cost reduction to our students coming out of our programs who might want to use their tools. Mr. Hall agreed that would be a good thing to consider in our negotiations. Gary Burns brought up the fact that there are a lot of programs that give their graduates vouchers for tools upon graduation and suggested this as a possibility. Will Lewis had the same question. Jason Reed said his company sponsors their new employees tool purchases roughly \$4,000 worth with a 2 year work agreement.

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### 5. Other Business

Al Guardino was invited to speak. He aids in the articulation agreements between the AACAL and AC. He mentioned that over the past 2 years, AC has worked together with AACAL to get their students graduated from high-school with our 1<sup>st</sup> semester of classes already completed. This is a level 1 certificate. He said AACAL had 100 students a couple years ago. The 1<sup>st</sup> cohort graduated 31 students with approximately half of them coming to AC. Last year the 2<sup>nd</sup> cohort graduated about 34 students. Again, roughly half of them came to AC. Last month Jerry Terry met with both Trey and Will at AACAL to discuss our six Automotive Core (fundamentals) classes. They discussed how the AACAL curriculum can be substituted in for our core so that they will have almost a whole semester completed when they come to us. This has not yet been formalized, but we are in the process of doing so right now. We are working towards a long-term agreement. Our end goal is to give industry the best product we can.

### 6. AACAL Member Business

Discussion was turned over to AACAL business at this point.

Mr. Lewis spoke about the Senior Internship placement. AACAL allows their seniors to do an internship 3 days a week, 2 hours a day during their class time to get them some hands-on experience in the industry. They try to get the students into internships where they want to go in order to get better performance from them. This year they had 15 seniors placed in the following internships:

- 3 at Auto Nation East
- 1 at Auto nation West (Cadillac)
- 1 at Bruckner's
- 2 at Premier Truck Group
- 1 at Barney's
- 2 at Darrell's Garage
- 1 at Shorty Bear's
- 1 at Street Volkswagen
- 1 at GMC
- 1 at Cruisers
- 1 at PPE Performance

Will said that Roberts Truck Center and even Asarco has called them wanting to get in on the internships.

Mr. Barrett stressed that they did not automatically send all of their students out to industry. In fact they had 5 seniors that were not placed because they felt they were not ready for whatever reason including demanding sports schedules, lack of transportation, or lack passing AACAL requirements.

Will said when they followed up on the previous 15 senior interns, 8 of them are working in the automotive industry in some manner. Some stayed and were hired where they interned. Out of the remaining 5, 4 are currently attending AC and 1 he couldn't get ahold of.

Day said they have 33 juniors this year and every year they are starting to have more and more students coming into the Auto Tech program. Karyn mentioned that they had 60-70 freshmen wanting to be in a class and they had to set a cap on the program due to safety issues.

Mr. Hall added that we would like to explore ways of continuing AACAL's Internship program for their students who continue on to AC.

Jerry Terry added that as part of our recruiting efforts, we are going to encourage students to get into the AACAL program on their way to AC.

Mr. Guardino said he talks to the AACAL kids about twice a year, but can do more if they would like. Theresa Albrecht emphasized that we need to be reaching out to the middle schools because they are coming to AACAL already needing to know which program of study they are planning to go into. If they wait until their junior year, it is too late to get into the program.

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Will said that they were able to purchase a brand new Hunter Elite Balancer for their program. They also got new computer stations with printers set up in the shop for student use. They tried to set them up like a dealership would for Repair Orders, looking up service bulletins etc.. They also have a subscription to Mitchell Pro-Demand. Their focus is to teach the students how to use the resources available to them.

Bryan Cresap said that in his classes at AC, he has integrated the GM training into his classwork and he encourages his students to use those resources and finds them invaluable. He also extended thanks to Jason Reed for the donated motor. Jason said they may have a couple more to donate in the near future. He offered that he may be able to also help us with other equipment like transmissions and differentials.

#### 7. New Business

Mr. Terry mentioned that we are interested in setting up some night-time Continuing Education classes such as a Motorcycle Repair class and eventually turning that into an academic program. He also mentioned the possibility of a night offering of a Hot Rod Hobby CE Class. Toni Gray welcomed the idea. She mentioned that she recently had a meeting with Communications and Marketing and they will be going back to some sort of printed schedule to better advertise our offerings. They are now preparing for the Spring semester. She offered the service of herself and her staff to get the classes set up and listed in the catalog. She is very easy to work with and encouraged us to reach out for assistance.

As another item of new business, Mr. Hall mentioned that AC has had a couple of really good meetings with Pantex who wants to partner with both AACAL and AC to hire for their "Production Technician" positions. They hire several a year and are specifically interested in pulling from students who have gone through both AACAL and AC.

#### 8. Tour/Adjourn

The meeting was adjourned and Jerry Terry conducted a tour of our new Automotive bay..

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|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------|-------------------|
|  |  | Date: 11/25/20 | Next Meeting: TBD |
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