

Business Leadership Committee Minutes

PROGRAM COMMITTEE NAME:			Automotive Technology Business Leadership Council		
CHAIRPERSON:	Jason Reed				
MEETING DATE:	11/19/2021	MEETING TIME:	11:00am – 1:00pm	MEETING PLACE:	AC East Campus, TCC room 116
RECORDER:	Rebecca Archer			PREVIOUS MEETING:	11/12/2020
AUTOMOTIVE TECHNOLOGY COUNCIL 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
	Jay Barrett	Principal	AACAL	806-326-2805	jay.barrett@amaisd.org
X	Karyn Pierce	CTE Director	AISD	806-326-1305	karyn.pierce@amaisd.org
	Gary Burns	Service Manager	Brown Auto Group	806-467-7507	gary.burns@brownautogrp.com
	Bill Fournier	Manager	Country Auto	503-917-9857	billfournier@countrychevrolet.net
X	Rudy Ibarra	Service Manager	Gene Messer Ford	806-6838665	ribarra@genemesser.com
	Roger Cross	Owner	Meineke Car Care	806-236-8823	meinekeamarillo@gmail.com
	Art Perez	Manager	Scotties Transmission	806-358-4040	scottiestransmission@yahoo.com
	Danny Ramirez	Tech	Scotties Transmission	806-358-4040	scottiestransmission@yahoo.com
	Pedro Hernandez	Shop Foreman	Street Toyota	806-674-7357	pedro_hernandez@street-toyota.com
X	Jason Reed	Fixed Ops Director	Street Toyota Mazda	806-282-1881	jason_reed@street-toyota.com
X	Jeff Young	Shop Foreman	Texas Panhandle Centers	806-570-0401	jyoung1123@hotmail.com
	Brian Shannon	Service Manager	Tri-State Ford	806-231-8738	brian.shannon@tri-stateford.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	rcharger@actx.edu
X	Linda Muñoz	Dean of Technical Education	Amarillo College	806-335-4309	lmunoz @actx.edu
X	David Hall	Associate Dean of Technical Education	Amarillo College	806-663-3821	dhall36@actx.edu
X	Jeffrey Cramer	Transportation Coordinator	Amarillo College	806-335-4374	jcramer@actx.edu
X	Rob Leuthen	Automotive Faculty	Amarillo College	806-231-2399	releuthen@actx.edu
X	Brandon Mooney	Automotive Adjunct Faculty	Amarillo College	806-335-4209	bmooney21@actx.edu
X	Barbara Wahi	Work Based Learning Director	Amarillo College	806-371-5294	bjwahi@act.edu

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1. Welcome and Call to Order
Jeffrey Cramer welcomed everyone and called the meeting to order at 11:45am.
2. Meeting Goals and Introductions
Mr. Cramer explained that our meeting today was to get our Industry Leadership up to speed regarding what we are doing in our program and to get their evaluations of our program to satisfy our ASE Compliance Review. He reported that most of our staff has changed in the past year and began the introductions of all present. Dr. Muñoz added that our purpose for this meeting is to be responsive to Industry needs and input in order for our programs to train the technicians that they need and want to hire.
3. Business and Leadership Council – Automotive Chair
After introductions Jason Reed with Street Toyota began the body of the meeting.
4. Review Minutes from Nov 12, 2020
Linda suggested changes to item number 10 – Coordinator's Report. Regarding the ASE Compliance Review, the date should have been Fall 2021. Karyn Pierce moved that the Minutes be approved with the date change and accept the minutes as written. Rudy Ibarra seconded the motion. Motion carried and minutes were approved.
5. AC Dean of Technical Education Report
Linda Muñoz said she does not have a report at this time. She wants the focus of this meeting to remain on the ASE Compliance Review and for us to discuss the need for work-based learning and how our Business Leadership Partners can help with that. She did however mention that our Budget was cut by approximately 10% from the last Fiscal Year.
6. Perkins Director Report
The new Perkins Director was not able to attend, but Barbara Wahi, the Work Based Learning Director reported that we had \$700,000 in Grant funds to distribute across the college. The Automotive Program was awarded \$10,738 of that to purchase a new Scan Tool and Code Reader, a High-Lift Transmission Jack, and a Powertrain Lift. She said that the focus of the Perkins Grant this year is to enhance our partnerships with the Business Leadership Council Members for each program/community.

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7. Automotive Program Coordinator Report

- Budget across the college – cut by about 10% from last year
- Curriculum Revision – The curriculum revision proposed at the last Advisory Committee Meeting went through the Curriculum Committee and was approved. The new curriculum began this semester (Fall 2021). Some of the changes include:
 - Precision Measurement and Fabrication Class
 - An Internship class starting in the Spring semester
- Student ASE – We are in the process of applying to ASE to be able to test students for their student ASE certifications while they are here at AC. AmTech is also doing this so these students should have some of their certifications upon graduation.
- Immediate Issues – The ASE Compliance Review is due by December 1st. The Review requires at least 4 Industry Partners to evaluate our program concerning our compliance to ASE standards.

8. Industry Partners

- Jason Reed - Street Toyota was interested in how we recruit out of High School. Jeffrey Cramer explained that we have recruiting specialists that go to the area high schools. He also said there is a need for us to get more involved. David Hall added that we do a SUCCESS 360 recruitment day at the Civic Center. Where we host the area high schools and show off all of our programs with hands on activities. We also invite them for a tour of our facilities and programs.
- Mr. Reed asked if we ever take the high school students to tour Industry shops to peak their interest in the field. David said we do not currently do so. He and Dr. Muñoz agreed that it is a great idea and we should look into how we can make that happen in the future.
- Mr. Hall also said that we have Articulated Credit with some of the area high schools. This allows the students to take classes while in high school and gain credit for the first semester of their program when they get to Amarillo College. So, they come in and already have earned a basic certificate and go right into their intermediate certificate classes.

9. ASE Accreditation Compliance Review– Role and responsibilities of industry partners in this process.

We need for the business leaders present to fill out an evaluation of our program today if possible. We will schedule time with others to get the required 4 evaluations. These are due no later than December 1st which is an extended deadline.

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10. Discussion of Employability/Employer Needs

Internships - With the addition of the Internship class, we need for many of our Business Leaders to partner with us to take a few students on. The students in this class will not be graded on their knowledge or Automotive skills because they are 1st year students. The Employer will grade them on their Soft Skills. For instance:

- Do they show up to work on time?
- Do they dress and interact with others professionally?
- How are their communication skills?
- Etc.

Mr. Cramer said we have 20 students who will be going into the Internship Class for Automotive and we have 11 of those placed so that leaves 9 still needing an Internship.

Linda said that there are temporary funds available to help pay the students in the internships. The funds are limited and will be used on a case by case basis.

David Hall asked the Business Leaders in attendance for their feedback on the internships. Mr. Reed said he personally loved the idea and hoped that the internships would not just be for a semester, but would turn into continued employment of the student. Jason also said that they would be paired up with a mentor while they are in the shop.

Karyn Pierce asked if there was a concern regarding overload with both the high schools and the college seeking internship opportunities. Mr. Reed said that it would definitely take more than one or two partners taking interns, but that they are willing to step up and do their part. It was also stated that the internships from high school would hopefully be maintained and continued on as they entered college.



Barbara Wahi suggested that the next steps for the 9 students needing Internships should be mock interviews to prepare them for placement. The students have resumes ready and we either have the Industry come in and interview them during class time, or we have industry select whom they would like to have come to them for an interview. Also, although they won't have advanced skills, what basic skills are a must before an internship can happen?

11. New Business

There was not new business to discuss.

12. Tour

Jeffrey led those in attendance on a tour of the facilities and the meeting was adjourned.

	Date: 	Next Meeting: TBD
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