

Business Leadership Council Meeting Minutes

| | | | | | |
|---|------------------------|--|---------------------------------|-----------------------|--------------------------------|
| PROGRAM COMMITTEE NAME: | | Automotive BLC Meeting | | | |
| CHAIRPERSON: | David Hall | | | | |
| MEETING DATE: | 03/03/25 | MEETING TIME: | 1:00 PM | MEETING PLACE: | Innovation Outpost - Room 114 |
| RECORDER: | Adriana Soto Rodriguez | | PREVIOUS MEETING: | 2/8/24 | |
| 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 |
| X | Art Perez | Owner | Scotties Transmission | (806)358-4040 | scottiestransmission@yahoo.com |
| X | Jason Reed | Service manager | Street Toyota Mazda | (806)282-1881 | jason_reed@street-toyota.com |
| X | Josh Bice | Service Technician | Rob's Shop | (806)231-2399 | joshuabice15@gmail.com |
| X | Terry D. Smith | Parts/Service Director | AutoNation / Cadillac Chevrolet | 806-223-9402 | smitht1@autonation.com |
| EX-OFFICIO'S PRESENT | | | | | |
| X | David Hall | Dean of Technical Education | Amarillo College | 806-335-4309 | dhall36@actx.edu |
| X | Christian Salayandia | Automotive Instructor | Amarillo College | 806-335-4241 | c0442150@actx.edu |
| X | Mike Cheverier | Automotive Instructor | Amarillo College | 806-335-4209 | rmcheverier@actx.edu |
| X | Rob Leuthen | Faculty -Automotive Technology | Amarillo College | 806-335-4223 | releuthen@actx.edu |
| | Ryan Francis | Coordinator Perkins Activities | Amarillo College | 806-335-4229 | rfrancis@actx.edu |
| X | Adriana Soto Rodriguez | Administrative Assistant | Amarillo College | 806-335-4211 | a0387635@actx.edu |
| | Jordan Ramos | Perkins Community Liason | Amarillo College | 806-371-5166 | j0448390@actx.edu |
| | Taya Mamba | Director of Perkins | Amarillo College | | tlmamba@actx.edu |
| AGENDA | | | | | |
| AGENDA ITEM | | ACTION DISCUSSION INFORMATION | | | RESPONSIBILITY |
| Welcome and Introductions | | David Hall welcomed the employers and staff. Lunch was provided and attendees ate while the meeting was discussed. | | | |
| Initial discussions | | David went over the agenda expectations for this meeting. | | | |
| KEY DISCUSSION POINTS | | DISCUSSION | | | |

| | | |
|---------------------------------|--|--|
| Program Updates | <ul style="list-style-type: none"> -The department is going through a program redesign this year with our Center for Teaching and Learning. The instructors are working on Fridays and have chosen a new textbook. They are also working on task sheets and redesign activities for the program. -The textbook has been changed from Cengage to CDX. This change would allow the instructors to focus on the need for basic and practical skills for students. David highlighted the challenge of balancing academic programs within the time constraints. -Students have a 64 hour class requirement and need to attend at least 75% of the time in order to obtain credit. -The employers expressed their concern regarding this since they have students showing up to work only 75% of the time. - The feedback from previous BLC meetings has been incorporated into the curriculum to allow our students to be prepared to work at entry level positions upon graduation. The employers were asked for additional feedback on recent hires and the types of hands-on activities they feel students should be able to perform once they are hired. Our students are currently being exposed to oil changes, brake jobs, alignments, and transmission work. Vehicles from employees and students are scheduled to allow our students to be exposed to a variety of issues and types of vehicles. The instructors mentioned they try and incorporate 30% of the class in a lecture format while using their books and the other 70% with hands on activities in the shop. The new textbook ,CDX, is digitalized and offers a more realistic setup than Cengage. -Mr. Hall encouraged the BLC members to reach out and contact our instructor, Rob Leuthen, to verify any Amarillo College student. | |
| Dual Credit Update | <ul style="list-style-type: none"> -There is a need for a comprehensive recruitment of AM Tech students to prevent them from attending other institutions. There is also a need for more visibility at Am Tech. This would help increase our enrollment. This could be done at the career fairs or having someone physically there more often. Our department currently doesn't have the staff to be able to have someone stationed at AM Tech. -Enrollment could also be increased by spreading the word out to high school students regarding what financial assistance is available to them early on during their freshman or sophomore years in high school. -Dual credit classes are now free to students that qualify for free and reduced lunch. Students also have access to the Thrive Scholarship. High students who obtain 15 hours of dual credit are eligible to get their 45 remaining hours paid for at Amarillo College. -Technical Education now has a new academic advisor named Greg Thompson. -Kye Ramirez, one of AC's enrollment advisors, gives tours to potential students and also helps in recruiting students from high schools. | |
| Perkins Update | <ul style="list-style-type: none"> - Perkins is a federal government grant that gets passed through state and lets CTE programs at colleges and high schools purchase equipment and different supplies. -There hasn't been any purchases with Perkins this year. | |
| ASE Accreditation Visit Results | <ul style="list-style-type: none"> -The ASE accreditation visit went well. There are two annual meetings required from ASE. We will need to visit one more time before the school year is over. -BLC members were handed a copy of the ASE briefing and had an opportunity to review it. One of the improvements that the ASE site officer suggested was a list of missing tools. Rob and Mike are working with a vendor to get these ordered. The ASE officer also suggested signage improvements and a maintenance schedule. Both of these have been implemented. The third improvement that was suggested was missing was the yearly 20 hour training for each instructor. We have partnered with O'Reilly's to take care of these trainings. | |
| Graduate Survey | <ul style="list-style-type: none"> -The ASE accreditation visit noted the need for a graduate survey. BLC members were given a copy of an example of this survey for their review. - One change that was noted was indicated as needing a "not applicable" option on some of the questions. -One BLC member asked about the time frame for sending out the graduate survey. This will be challenging due to the not having much contact with students after they have graduated. -One of our instructors emphasized the importance of keeping contact information updated from graduates to ensure they receive the survey. | |
| Employer Survey | <ul style="list-style-type: none"> -The ASE accreditation visit also noted the need for an employer survey. BLC members were given a copy of an example of this survey for their review. -One of our BLC members suggested we add the word Automotive to the Employer Survey on question 2. For example, instead of the form reading High School Technician Training, it could read High School Automotive Technician Training. He also recommended we add the word Automotive to College Technician Training. | |

| | | |
|-----------------------------------|--|-------------------|
| Budget | -A copy of the Automotive's budget which included the Supplies Pool and the Other Pool was passed around. The allocated budget for the year was listed as well as the current available amounts in each pool. David went over how our budget for FY 2026 had to remain flat despite the increases in supplies and costs of things. | |
| Adjournment | - David thanked everyone for coming. The meeting was adjourned. | |
| | | |
| | | |
| Chairperson Signature: David Hall | <i>David Hall</i> | |
| Date: 04/10/2025 | | Next Meeting: TBD |