

Amarillo College Business and Leadership Councils will ensure to comply with GIPWE Advisory Committee Meeting Minutes by incorporating the following agenda items into the meeting minutes. For more information about the characteristics of these committees, review pps. 7-8 in the [GIPWE](#).

- (1) Identification of committee members (**name, title, and affiliation**);
- (2) Indication of the committee members' presence or absence from the meeting;
- (3) The names and title of others present at the meeting;
- (4) The signature of the recorder; and
- (5) Evidence that industry partners have taken an active role in making decisions that affect the program as outlined below:
  - a. Evaluating the goals and objectives of the program curriculum;
  - b. Establishing workplace competencies for the program occupation(s);
  - c. Suggesting program revisions as needed;
  - d. Evaluating the adequacy of existing college facilities and equipment;
  - e. Advising college personnel on the selection and acquisition of new equipment;
  - f. Identifying local business and industry leaders who will provide student with work-based learning experience, employment, and placement opportunities;
  - g. Assisting in the professional development of faculty;
  - h. Assisting in promoting and publicizing the program to the community and to business and industry; and
  - i. Representing the needs of students from special populations as defined in Perkins V.

#### **For recorders/notetakers**

Please review the guidelines above and below as you prepare the agenda and/or minutes.

If a motion is made, make note in the section of who made the motion, who seconded, and the include results of vote.

If there is no motion or action being taken on a discussion or a point in the agenda, note "no action or vote taken" in the section.

#### **Signatures and Routing**

Upon completion of the minutes, please send to program chair, program coordinator for signature and the Dean for review and final initial before you submit to the library for the electronic archives.

“Program Name”  
Business and Leadership Council Meeting Minutes

CHAIRPERSON: John Cunningham		
MEETING DATE: November 14, 2024	MEETING TIME: 5:00 PM	MEETING LOCATION: AmTech
RECORDER: Kristi Gossett		PREVIOUS MEETING: August 13, 2024

MEMBERS PRESENT: (P = Present) Add nonmembers to bottom of table with heading “Others Present.”

P?	Name and Title (List all)	Business Affiliation	Email	Best contact number
Y	Ryan Francis	Amarillo College	rfrancis@actx.edu	
Y	Jay Barrett	AmTech		
Y	JD Harris	Pantex		
Y	Tek Ferguson	Pantex		
Y	Steve Sellars	Pantex	James.sellars@pxy12.doe.gov	809-282-3162
Y	Ernie Sheets	Amarillo College	<a href="mailto:Edsheets22@act.edu">Edsheets22@act.edu</a>	806-335-4221
Y	Aiden Arizpe	AmTech		
Y	Omar Jara	AmTech		
Y	Zoey Garcia	AmTech		
Y	Brenda Whitten	Amarillo Gear	<a href="mailto:bwhitten@amarillogear.com">bwhitten@amarillogear.com</a>	806-576-2450

Y	Brayden	AmTech		
Y	John Cunningham	Amarillo Gear	<a href="mailto:jcunningham@amarillogear.com">jcunningham@amarillogear.com</a>	806-676-9131
Y	Michael Haning	DISCO	<a href="mailto:michael@disco-inc.com">michael@disco-inc.com</a>	806-543-9955
Y	Phillips Gentry			
Y	Abel Trevino	AmTech		
Y	Chris Swenson	Swenson Machine	<a href="mailto:chrisswenson@suddenlink.com">chrisswenson@suddenlink.com</a>	806-622-2730
Y	David Hall	Amarillo College	<a href="mailto:Dhall36@actx.edu">Dhall36@actx.edu</a>	806-335-4309
Y	Kevin Cheek	Amarillo College	<a href="mailto:kdcheek@actx.edu">kdcheek@actx.edu</a>	806-371-2996
Y	David Gibson	AmTech	<a href="mailto:David.gibson@amaisd.org">David.gibson@amaisd.org</a>	806-236-4169
Y	Bob Gustin	Amarillo College	<a href="mailto:rlgustin@actx.edu">rlgustin@actx.edu</a>	806-335-4332
Y	Jeff McCleadon	Pantex		
Y	Kristi Gossett	Amarillo College	<a href="mailto:klgossett@actx.edu">klgossett@actx.edu</a>	806-335-4390

## MINUTES

Key Discussion Points	Discussion
Old Business:	John Cunningham opened the floor to discuss old business. Robert Gustin mentioned the five-axis mill is in the process of being landed.
	Robert provides updates on recent visits to Y12 and Los Alamos, highlighting the importance of these trips.
	The committee discusses the integration of students into the program and the rebranding of the machining program. Robert explains the new machining program structure, including the integration of high school and college students
Continuing Business:	David Gibson asks for new avenues to recruit students into the program. Robert emphasizes the need to change the perception of machining as a high-tech, well-paying career.
	The committee discusses the importance of accurate representation in recruitment materials and the role industry partners in promoting the program.
	Robert shared a successful example of recruiting elementary students through a CNC lathe project.
New Business:	David initiates the meeting, emphasizing the need for a committee chair and volunteer. He asks for volunteers to be the committee chair. John Cunningham is nominated and agrees to take the role.
	David mentions the need for two volunteers to help with the NIMS accreditation process. Explained the requirements and the importance of the accreditation process. The committee discusses the guidelines and the frequency of the accreditation checks. Jeff and Tek Ferguson volunteered
Curriculum Decisions:	The committee discusses the importance of GD&T for students and industry. Vote was proposed to replace current OSHA-10 with GD&T Chris Swenson made the motion Michael seconded. Vote was unanimous
Other:	
Adjourn:	Meeting was adjourned with no further business at 5:38 PM

Committee Chairperson: <i>John Cunningham</i>	MEETING DATE:	NEXT MEETING:
Recorder's Signature: <i>Kristi Gusselt</i>		
DEPARTMENTAL CHAIRPERSON SIGNATURE: <i>[Signature]</i>	DATE: <i>11-15-24</i>	
DIVISION DEAN'S SIGNATURE <i>David Hall</i>	DATE:	