

Automotive Advisory Committee Name

Meeting Minutes

March 14, 2017

Action Items:

- Tamra Bell will be connecting with the members of the committee in order to share Advisory Trifold, which contains information about being members of LCC Advisory Committees
 - Corry will connect with Ray Miles regarding on site evaluation
 - Paul will be contacting potential Advisory members from the Woodland Area including Becky Bjur, Bob Gibaulus, and Metro Transmission
 - Gary and Corry will connect with Janis/Tamra in order to have a binder replicated 3 times for NATEF evaluations.
 - Tamra will connect with Corry/Gary in order to get food ordered for the self-evaluation that is scheduled on Tuesday, April 18 at 5 p.m.
 - Paul will connect with Tamra regarding CTE monthly meeting that Jill chairs
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I. Call to order

Tamra Bell called to order the regular meeting of the Automotive Advisory Committee at 6:00pm on March 14, 2017 at LCC Student Center 216.

II. Welcome/Introductions:

Committee Members conducted a roll call. The following persons were present:

- Tamra Bell – LCC
- Gary Roeske – LCC
- Corry Kile – LCC
- Paul Huddleston – Woodland
- Wayne Miller – Woodland
- Randy Bailey – Retired

III. Approval of minutes from last meeting

Committee Members read the minutes from the last meeting. Corrections were recommended and made.

IV. NATEF Review:

- a) Scheduled self-assessment for Tuesday, April 18 at 5 p.m. Randy and Wayne agreed to assist if they are available. Paul preferred to be a backup, having never participated in an accreditation audit. The self-assessment will begin in the shop and move to another location that is suitable for the remainder of the evaluation.
- b) In fall, an onsite evaluation will be scheduled. There are requirements for that, including one team leader from the industry who is not part of the advisory committee or education: and two industry professionals.
Ray Miles from R&R has participated in the past and may be willing to serve again. There is a new service manager at Bud Clary that may be willing to participate.
- c) There are 12 standards, but only 10 will be evaluated as we do not have an e-learning program for Auto. In preparation for the review, we will be seeking clarity on safety zoning, inspecting every lift in the shop, removing old equipment including red lifts (with pins-they are not adjustable), setting rating labels, and correcting any other previously identified issues.

V. New Business, as time allows:

- d) Recruiting for this Advisory is needed. Recommendations included Becky Bjur, Bob Gibaulus (sp), a person from Metro Transmission, and it was noted that both Little Car Hospital and Tower Automotive have hired students, so a representative from each location would be advantageous. There is a trifold that Tamra will get to members in order to allow them to explain what the Advisory Committees are about
- e) One scanner has been purchased for the program, and another (Veris) is still under consideration.
- f) Student recruiting will be a priority in the upcoming year. Special events and student engagement events are being planned in order to maintain interest in trades. Updated and additional articulation agreements could impact future enrollment and will continue to be pursued
- g) Next advisory committee meetings will likely be held at the fall kickoff event. More information will be forthcoming.

VI. Adjournment:

Tamra Bell adjourned the meeting at 7:02 p.m.

Minutes submitted by: Jenny Smith