

Diesel Technology

Advisory Committee Meeting Minutes 2017 - 2018

CHAIRPERSON: Ivan Rodriguez		
MEETING DATE: November 2, 2017	MEETING TIME: 6:00 PM	MEETING PLACE: SWTJC – Eagle Pass
RECORDER: Vanessa Verjan		PREVIOUS MEETING: October 20, 2016

MEMBERS PRESENT:

Name and Business	Name and Business	Name and Business
Alvarez, Antonio Chavez Service Center	Briones, Jose K&R	Rodriguez, Librado EPISD
Self, Daniel Premier Fleet		

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Bermea, Gilbert SWTJC Vice President	Caballero, Victor Diesel Instructor	Luis Fernandez Division Chair of Business, Industrial, & Technical Studies
Limbrick, Lucas SWTJC Instructor	Ruiz, Luis CTE Counselor	Verjan, Vanessa Administrative Assistant

AGENDA/MINUTES:

Agenda Item	Action/Discussion/ Information	Responsibility
Meeting to Order/Welcome Remarks & Introductions:	Meeting was called to order at 6:28 PM. Administration, Faculty and guests (committee members) introduced themselves. Everyone was thanked for attending the meeting.	Lucas Limbrick
Appointment/Continuation of New Chairperson	Jose Briones motioned to appoint Ivan Rodriguez as Chairperson. Librado Rodriguez seconded the motion. All in favor. Motion carries.	Committee
SWTJC Technical Programs Advisory Committee Guidelines Review	Connie Buchanan explained the guidelines/functions of the Advisory Committee. The committee must meet at least once a year and have a quorum present. However, contact with members throughout the year via e-mail, fax or phone is strongly recommended. It is imperative that SWTJC Technical Programs are aware of what it is that employers are looking for in the graduates, as well as keeping up with new technology, program improvement suggestions, and representing the needs of students from special populations. **Guidelines were included in packet**	Luis Fernandez
Reading & Approval of Minutes	Everyone read the minutes. Jose Briones motioned to approve; Librado Rodriguez seconded the motion. All in favor – Minutes were approved without any changes.	Lucas Limbrick
Old Business:	None.	
Continuing Business:	None.	

