

Air Conditioning & Refrigeration Technology

Advisory Committee Meeting Minutes

2015-2016

CHAIRPERSON: James Kinsey		
MEETING DATE: November 18, 2015	MEETING TIME: 11:00 AM	MEETING PLACE: MSC – Bluebonnet
RECORDER: Vanessa Verjan		PREVIOUS MEETING: November 19, 2014

MEMBERS PRESENT:

Name and Business	Name and Business	Name and Business
Bustamante, Jacob Richards Refrigeration	Hernandez, Lupe La Pryor Refrigeration	Morales, Tony Leinweber Service
Rodriguez, Ciro Vargas Air Conditioning	Shimp, Sam Sam Shimp Enterprises	Shimp, Sterlin Frio Air

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Buchanan, Connie Division Chair of BITS	Flores, Lee SWTJC A/C & Ref. Instructor	Flores, Richard SWTJC A/C & Ref. Instructor
Verjan, Vanessa Administrative Assistant		

AGENDA/MINUTES:

Agenda Item	Action/Discussion/ Information	Responsibility
Meeting to Order/Welcome Remarks & Introductions:	Meeting was called to order at 11:22 AM. Administration, Faculty and guests (committee members) introduced themselves. Everyone was thanked for attending the meeting.	Richard Flores
Appointment/Continuation of New Chairperson	Tony Morales volunteered to be Chairperson. Sterlin Shimp seconded the motion to accept Tony Morales as Chairperson. All in favor. Motion carried by acclamation.	Committee
SWTJC Technical Programs Advisory Committee Guidelines Review	<p>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.</p> <p>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.</p> <p>**Guidelines were included in packet**</p>	Connie Buchanan
Reading & Approval of Minutes	Richard Flores read the minutes. Sterlin Shimp motioned to approve the minutes; seconded by Sam Shimp. All in favor. Minutes were approved without any changes.	Richard Flores
Old Business:	None.	
Continuing Business:	None.	

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New Business:		
<p>1. Review of Technical Programs Dashboard/Comparison of Fall 2014 to Fall 2015 Enrollment</p> <p>2. Program Revision</p>	<p>Dashboard information, the following is uncertified data: Fall 2015: 12 first time students. Fall 2015: 28 overall enrollment. Fall 2014: 10 first time students. Fall 2014: 27 overall enrollment</p> <p>Mr. Flores went over the dashboard with the committee.</p> <p>Mr. Flores went over the description of the program and explained that the classes required for the certificates and associate degree for Air conditioning and Refrigeration Technology.</p> <p>Richard explained that he dropped an hour on the basic electricity course because this course can be covered in less time.</p> <p>Connie explained that the state has mandated that all programs must be at 60 hour program. The Air Conditioning & Refrigeration program dropped one hour.</p>	<p>Richard Flores</p> <p>Richard Flores</p> <p>Connie Buchanan</p>
Curriculum Decisions:	None.	
Discussion/Other:	<p>Sterlin Shimp asked if most students go for their associate degree or certificate. Mr. Flores answered that students at first would go for their certificate but now students realize that an associate degree carries more weight.</p> <p>Tony Morales shared that his company recently sent him to a school for training and learned that United State is 5 years behind in Refrigeration. Commercial refrigerates are using propane and this applies to single or double doors. Tony also added the new mini splits can now have heating and cooling at the same time from one compressor.</p> <p>Richard Flores shared with the committee that the program was given money to update equipment. <u>The following items are on the list to purchase:</u></p> <ul style="list-style-type: none"> • Timers • High Tech • Condensing units <p>Mr. Flores shared that he has his students work on informative reports every Friday related to Refrigeration. This will help students with writing, communicating and reading.</p> <p><u>Discussion Topics:</u></p> <ul style="list-style-type: none"> • 404A and 410 are fading away. • Everything is going digital which is easier to change, but more difficult to diagnose. • Surge protector 	
Adjournment	<p>Motion to adjourn was made by Sterlin Shimp; seconded by Sam Shimp. All in favor, meeting was adjourned at 12:02 PM</p>	Committee

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Lunch was provided

RECORDER SIGNATURE:	DATE:	NEXT MEETING: Fall 2016, unless otherwise notified.
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