

# Automotive Technology

## Advisory Committee Meeting Minutes

### 2016 - 2017

<b>CHAIRPERSON:</b> Troy Jones		
<b>MEETING DATE:</b> November 3, 2016	<b>MEETING TIME:</b> 11:00 AM	<b>MEETING PLACE:</b> MSC – Bluebonnet
<b>RECORDER:</b> Vanessa Verjan		<b>PREVIOUS MEETING:</b> October 28, 2015

#### MEMBERS PRESENT:

Name and Business	Name and Business	Name and Business
Alaniz, Diego Griffith Ford	Briseño, Richard Auto Zone	Cardona, Anita Cardona's Automotive
Cardona, Ezequiel Cardona's Automotive	Cardona, Issac Cardona's Automotive	Cardona, Josue Cardona's Automotive
Delgado, Enrique Cardona's Automotive	Gutierrez, Julio Olivarez Automotive	Hill, Joe Griffith Ford
Jones, Troy O'Reilly Auto Parts	Olivarez, Hector Olivarez Automotive	Stanshell, Joseph Griffith Ford
Zamora, John Auto Zone	Zamora, Everardo County V.S.O.	

#### OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Buchanan, Connie Division Chair for BITS	Cano, Raul Automotive Instructor	Guzman, Johnny Dean of Applied Science
Lopez, Miguel Automotive Instructor – Dual Credit	Ramos, Carlos Automotive Instructor	Verjan, Vanessa Administrative Assistant Applied Sciences/Liberal Arts
Gomez, Cassandra SWTJC Student	Guerrero, Giovani SWTJC Student	Luna, Cristina SWTJC Student
Villarreal, Jose SWTJC Student		

#### AGENDA/MINUTES:

Agenda Item	Action/Discussion/ Information	Responsibility
Meeting to Order/Welcome Remarks & Introductions:	Meeting was called to order at 12:02 PM. Administration, faculty and guests (committee members) introduced themselves. Everyone was thanked for attending the meeting.	Carlos Ramos
Appointment/Continuation of New Chairperson	Troy Jones volunteered to be chairperson. Lalo Zamora seconded the motion; All in favor. Motion carried by acclamation.	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	Connie Buchanan

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	improvement suggestions, and representing the needs of students from special populations. **Guidelines were included in packet**	
Reading & Approval of Minutes	Everyone read the minutes. Everardo Zamora motioned to approve; Troy Jones seconded the motion. All in favor – Minutes were approved without any changes.	Committee
Old Business:	None.	
Continuing Business:	None.	
New Business:		
1. Review of Technical Programs Dashboard/Comparison of Fall 2015 to Fall 2016 Enrollment	Dashboard information: Fall 2015 first time students: 11 Fall 2015 program enrollment: 64 Fall 2016 first time students: 18 Fall 2015 program enrollment: 68  Carlos Ramos shared with the committee that the program has increased with Dual Credit students. Currently there are two Dual Credit classes being taught. The morning class has a total of 16 students, and the afternoon class has a total of 15 students. Mr. Ramos added that the entire school is involved in 4DX. The goals for 4DX is to increase student retention. Every week, we will meet with a student and explain to them the benefits of receiving their 2 years Associates degree.	Carlos Ramos  Carlos Ramos
2. Certificate are in steady growth	A total of 33 students received their certificates May 2016.	Carlos Ramos
3. New Equipment	Carlos shared with the committee that they received a grant to purchase new equipment for the program. Mr. Ramos also showed a PowerPoint presentation of all the new equipment. <u>List of new equipment</u> 1. Hunter Alignment Machine 2. Hunter Cordless Remote Indicator Kit 3. Robinair Refrigerator Recovery Machine with 10 Manifold Gauge Set 4. AMMCO Brake Lathe 4000 SP includes Bench Adapters 5. Bendpak RS750 Hot Tank Parts Washer 6. Snap-on Versus Edge 16.4 IND with Euro SW & Adapters 7. Snap-on Versus ADV Diagnostic CTR W/TS Versus Edge Euro SW with Adapter 8. Product Lathe 9.2 with Trolley	
Curriculum Decisions:	None.	
Discussion/Other:	Discussion: Raul Cano informed the committee that they are working on incorporating Mind Tap. Mind Tap allows students to access their book online, view PowerPoint presentations, lab manuals and audio books. Mind Tap also allows the instructor to create assignments and set due dates for the assignment to be completed.	Carlos Ramos

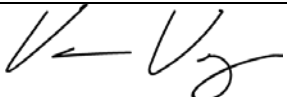
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	<p>Mr. Zamora mentioned that the program needs a new facility, and inquired if there are any future plans for the Auto Tech Program to receive a new facility. Connie Buchanan commented that at the moment there are no plans in getting a new facility but she will mention it to our administrators.</p> <p>Carlos Ramos mentioned that he has one Veteran student.</p> <p><u>Discussion Topics</u></p> <ul style="list-style-type: none"> <li>• New A/C machine for Dodge</li> <li>• Transmission Cooler are integrated with A/C Condenser</li> <li>• Employment Rates</li> <li>• ASE Certificates</li> </ul>	
Adjournment	<p>Motion to adjourn was made by Everardo Zamora. Seconded by Hector Olivarez.</p> <p>All in favor, meeting was adjourned at 12:19 PM.</p>	Everardo Zamora

**\*Lunch was provided\***

RECORDER SIGNATURE: 	DATE:	NEXT MEETING: Fall 2017, unless otherwise notified.
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