

AUTOMOTIVE SERVICE TECHNOLOGY  
ADVISORY COMMITTEE MEETING MINUTES  
NCTC EGF CAMPUS

October 30, 2008

The meeting was call to order at 6:05 P.M. in room 401.

Introductions were made.

Members present were: Paul Anderson, Jerome Gerszewski, Dave Pelarski, Brian Funk, Jeff Borgen, Terry Mertz, Tony Telken and Al Duval .

Faculty present: Todd Anvinson, Dennis Wierima, Mark Johnson, and Norman Halsal.

Administration present: Norma Konschak, Hank Roehrich, and Kent Hanson.

Minutes were approved. Motion by Dave Pelarske, 2<sup>nd</sup> by Paul Anderson/

Two additions were made to the agenda. Under new business item, K. 60/120, and L. program sustainability.

Todd reported that there were no recommendations from our last meeting.

Todd started the discussion on future needs with the need to have newer vehicles for students to work on. He stressed the need for committee members to keep us abreast on the new technologies that they know of. Terry Mertz stated that when ever a vehicle is needed to give him a call.

Mark stated that the TRF program was in need of newer vehicles also and that we were budgeting for a new alignment center and a Chrysler “WI” system.

He also stated that there is a need to update some of the older special tools.

Todd told the committee that the NATEF inspection for re-certification went well this fall. The ETL suggested uniforms for students at the exit process. He stated that the certification would be good for 5 years with a review in 2½ years. He also reminded that the TRF campus was re-certified last spring.

Todd reported that EGF has 18 students in 1<sup>st</sup> year and 12 in second. Mark reported 8 in first year and 6 in second. Mark also added that we have a push on for recruitment starting with having a table at a local car show and a car in the Lincoln High School homecoming parade. He added that we will be at career fairs in Warren and Mahanomen, Minnesota yet this fall.

Todd reported changes that were needed in the curriculum to get the hours more transparent for the NATEF certification process. He addressed the change in credits for Air Conditioning and heating and the dropping of Automatic transmission/transaxle II, with 2 of those credits going to Automatic Transmission/transaxle I as students were not signing up for the elective course trans 2, and some of the task in trans 2 needed to be covered for NATEF goals. Mark spoke to the combining of the Intro and General Service to provide more time for students to do the tasks necessary within the two courses.

Norma gave a hand-out on the 60/120 issue and advised the group on the details of the law. She spoke of the need of a waiver to go above the 60 credit limit and that the college was working on a process. She also stated that like programs in the state were getting together to work out a blanket waiver. She advised the committee that we should have a student representative on the advisory committee.

She also stated that a advanced certificate would be a means to go above the credit maximum.

Mark started a discussion on the need for a first year certificate that would be a stop out point for some students. He asked the committee for ideas as to what kinds of needs should be addressed within a one year certificate. Terry stated that they would have to think on the components of a one year certificate program, but understood the need. Mark suggested emailing idea's back and forth to put together a certificate we could agree on. Paul suggested that we should just do it. Kent thought we should proceed on a certificate option for first year. Kent stated that we wouldn't necessarily need gen eds., in a certificate option. Terry spoke on hiring one year students and the fact that most of his hires don't finish college but instead receive corporate training. That led into a discussion on non-completers and how that affects our programs.

Norm spoke on the wheel alignment issues at the TRF campus and told the committee of the work that had been done this fall in getting funds for the EGF campus to purchase a new alignment center with the old one going to the TRF campus to be a second machine and that the current one is not in good shape. He stated that the computer from the old alignment center has been sent in for repair. He spoke of the need for a new alignment center that would replace the problem machine. He also stated that they were budgeting for a "Chrysler WI" system for next year. Denny addressed the committee of a loss of space with the remodeling that is taking place at EGF and that he was losing the tool storage room. Terry stated that they were pursuing getting computers from a different source other than Chrysler as the pricing of computers thru them were very expensive. Todd thought that one laptop could cover all manufacture's programs to keep costs down for the program.

Todd told the committee of our commitment to be at job fairs, car shows and participate in demonstration days, and high school visits.

Todd stated that our class size maximum is the same as last year with 23 being the set max and instructors can admit 2 above the cap.

Norm gave the placement report that he had received from Susan Dower's the placement director for the college.

No accidents were reported at either program and that there will be a OSHA walk thru inspection in December.

Denny reported that our program assessment was done last year and with the rotation between programs we would be expected to proceed with another one in 3 years. Kent asked about the national standards testing that we have been doing. Todd stated that we are still doing the exit testing and that we found thru the testing a weakness in our air conditioning instruction. This will be our 3<sup>rd</sup> year of testing with ASE type exit testing. He stated that the students that pass at least four areas receive a recognition patch. They are not certified but they get some recognition. He also stated that he scheduled the testing over a two day period. Norm stated that he had students do all the tests in one day and that it was too long for the average student.

Norma spoke on the Academic Program Sustainability and gave a hand out to the committee. She addressed the fact that the college is looking at the need to increase the number of students in programs that fall below state averages and are at risk. She pointed out all of the different departments in the college that work on a plan to address the low enrollment problems within a given program. She stated that she has had one meeting with Mark and Norm and has scheduled another for the full group. Norm and Mark discussed the need for a better mechanism for getting prospect lists out to instructors sooner and inquired as to how the lists were sorted. Kent said he would look into the process.

Next meeting will be held in TRF with time and date to be established by Norm and Mark.

Meeting adjourned, 7:12 PM. Dinner followed at the Blue Moose.