

AUTOMOTIVE SERVICE TECHNOLOGY  
ADVISORY COMMITTEE MEETING MINUTES  
NCTC EGF CAMPUS

October 27 2009

The meeting was preceded by a dinner in the EGF commons. The meeting was called to order 6:45 p.m. in room 552.

Introductions were made.

Members present were: Jason Anderson, Jerome Gerszewski, Dave Pelarski, Brian Funk, Terry Mertz, David Dahlstrom, Shawn Bugge, Steve Klopp, Bob Bjoraard, Kalin Dupper, Shannan Bridgeford, and Andy Wagner (student representative).

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

Administration present: Hank Roehrich, and Kent Hanson.

Minutes were approved. Motion by Kent Hanson to approve the minutes, 2<sup>nd</sup> by Dave Pelarske.

No additions were made to the agenda.

Todd reported that the tire pressure monitor reset tools were not purchased. He also stated that the laptop/scanner issues were still being researched. Discussion was held on the Chrysler wireless "WI" system. Terry suggested that we try loading the scan software from their dealership on a laptop to see if it will work at the college.

Mark told the committee of the PICO scope software and accessories and that had been purchased for both sites. Denny passed the kit around the room for the members to see. Mark also spoke about the Ford IDS

systems costs and that Norm was working with Ford Asset to see if there was a means for a no charge renewal. Mark also told the committee that the A/C reclaimer / charging station had quit working at the end of last school year and was replaced with a new unit.

Shannan suggested that we look into an “Atech” – tire pressure monitor/reset tool. He stated that it works on all makes and models for resetting wheel and tire location.

Todd told the committee that both programs are NATEF certified and the certification is current for a couple years. He also stated that part of that certification requires that instructors be certified by ASE in the areas that they teach. He told the committee that all instructors are Master Certified and that most held the advanced engine performance certification.

Todd reported that EGF has 22 students in 1<sup>st</sup> year and 11 in second. Mark reported 13 in first year and 5 in second. Mark also added that we have 3 part time in the afternoon for a total of 15 first year. He stated that we should have 10 going into 2<sup>nd</sup> year, next year. Terry inquired as to what time the students get out of school each day and if most had part time jobs within the automotive industry. Todd stated that some of his students were working in the industry part time. Mark stated that we encourage students to get part time work.

Todd reported the changes that were made in courses and the process of presenting the changes to the academic affairs committee. 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 and that 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. Mark also stated that we had added a 1 credit Intro to Hybrid course, which brought discussion on the

Prius's battery issue. The battery in the Prius needs replacing. Todd told the committee that they had tried to clean the corrosion from the terminals on the batteries in the battery pack. The process did not correct the problem. A new or reconditioned battery is being researched. Mark spoke about aligning the curriculum delivery at both campuses. He stated that we were looking to awarding certificates for completion of areas of competence. Todd stated that certificates had to be of at a 9 credit minimum. Discussion was held on non-completers and some of the reasons students leave without a degree or diploma. Todd explained accuplacer scores and the need for students to take developmental courses to receive a diploma or degree. Terry asked about general education requirements. The necessity of the algebra course in the AAS degree was questioned. Discussion was held on researching different general education requirements within the diploma and AAS degree programs. A report will be given at the spring meeting.

Denny and Norm reported that there are no equipment monies within the budget this year and that all programs decided to defer spending on equipment to save positions at the college.

Kent spoke about program suspension. He told the committee about combining the 2<sup>nd</sup> year to be delivered at one site. He and Hank spoke about space needs on the EGF campus. Jason inquired as to student loss on such a proposal. Kent stated that would be hard to know. Bob Bjoraard, questioned the savings. Kent stated that \$75,000 is a number that is used when an unlimited faculty member is layed off. Salary and benefits. He stated unemployment benefits would cost the college about half and the lost revenue from students would be hard to figure. Terry stated that there are jobs and those jobs are not going away. Todd stated that he and Denny were going to switch students next year so all the students would get to know both instructors from the start.

Mark stated that programs cycle in numbers. Typically when unemployment is high our numbers go up. Mark spoke about our planned recruitment efforts and passed out the bookmarks with our open

house date. He encouraged members to help us get students. Todd told the committee of the recruiting efforts with Denny adding that we all participate at the Prime Steel car show.

Hank complimented our efforts on marketing and recruiting.

Mark asked Andy Wagner (our student member) if he would drive to TRF to finish his education. He stated no and that he would most likely go to Moorhead or D.L.

Shannan, questioned as to recruiting more numbers to fill the class to maximum. Mark spoke about the safety issues, the different levels of knowledge students bring in, and the problems we encounter with large numbers in labs, and that going above the maximum brings a greater chance of accidents occurring.

Kent addressed administrations concerns about the current numbers in second year. Mark stated that if the current students stay for second year we will be over the cap and would have to start a new section. Kent suggested short term certificates in the event we go to “that point”. He stated that administration has stepped back but wants the issue on the agenda for the spring meeting.

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.

Denny and Norm stated that all students that graduated last spring and wanted to work had jobs.

Norm reported there were no accidents other than minor scratches. Todd reported one incident where a student failed to pump the brake pedal after finishing a brake job and damage was done to a bumper pad. No one was physically hurt in the incident.

Todd spoke about our yearly assessment and stated that we are still doing the exit testing that ASE sponsors. He stated that students are above national results in most of the areas.

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

Meeting adjourned, 7:55 P.M.