

AUTOMOTIVE SERVICE TECHNOLOGY  
ADVISORY COMMITTEE MEETING MINUTES  
NCTC TRF CAMPUS

April 25, 2012

A pizza buffet was set up in the automotive department prior to the meeting.

Tony called the meeting to order at 7:20 PM in room 723.

Introductions were made.

Members present were: Tony Telken, Chair, Steve Klopp, Jason Anderson and Terry Mertz, and Mike Spears.

Student member: Morris Sampson

Faculty present: Norman Halsa.

Administration present: Kent Hanson, NCTC Vice President, Norma Korschak, Dean of Academics.

There were no additions to the agenda.

A motion was made by Tony Telken to approve the minutes from the last meeting. Second by Terry Mertz.

Norm reported that a Bead blast cabinet had been purchased since the last meeting. He also stated that the tire machine had been included in the equipment budget. Norm informed the committee that Mark had contacted Snap On about their program sponsorship and that it was not feasible at this time.

A discussion was held on the future needs of the department. Kent reported of his support of working with auto body to purchase a hybrid rebuilder. Norm stated that Tim Reuter (auto body instructor) had found a couple rebuilders and was working on getting a fair price for purchase. He also stated that we would try to find donations from salvage yards for the rebuild. Terry stated that one of the colleges he visited has 3 or 4 Prius's for their fleet vehicles.

Tony stated that Nissan would have the new Leaf all electric car delivered soon. That the dealer in Grand Forks was the only one in North Dakota that had sign up for the program.

Norm told the committee that we would need 4 members to assist with the NATEF self study and stated that Mark or he would be contacting them in the near future. He also informed the committee that he had taken all 8 recertification plus advanced engine performance this past November and passed all tests.

Under new business Kent reported that Dennis was finishing with 15 students. Norm stated that TRF should finish the year with 7 second year students graduating and 14 full time first year students and 1 part time.

Norm stated that the curriculum will be reviewed during the NATEF recertification process and recommendations would be made at the next meeting. The committee discussed the expansion of the hybrid curriculum. Morris stated that it would have been nice to have had more time with hybrids.

Norma reported on the budget. She stated that auto service had an increase because of the moving of equipment from the EGF program and the NATEF recertification process.

She reported that the equipment budget had been prioritized and waiting

for administration decisions.

Norm asked the committee if they knew of anyone interested in teaching in the auto service program. He stated that Mark had spoke of taking a semester sabbatical.

Norm reported that there were 7 new students registered for first year and that we should have at least 14 returning for 2<sup>nd</sup> year. Mike ask about class size. Norm stated that class size was capped at 23, and that instructors by contract could allow 2 additional students. Norma stated that the college had developed a wait list that would allow for students on a wait list to capture openings in courses that had no shows.

Kent reported that all of Dennis's students were working. Norm stated that 3 of the current students were working part time and will be full time after graduation. He also stated that one student had his application with Gateway in Fargo and was waiting to hear from them. Terry stated that he receives list of current students from Wyo tech, and that he sends letters to those students inquiring if they would want to move to the Grand Forks area after graduation. He uses that list as a recruitment tool for new hires. Kent didn't think we could release that information without the students approval.

No issues were reported were reported under the safety report.

Norm reported that with the end of program tests was part of the program assessment along with assessment of college learner outcomes. Both had to be completed by the end of spring semester.

Norma reported on the industry/sector regional meeting she had attended at Bemidji and would be attending the following day in Moorhead. She stated that MnScu was gathering information on employment expectations from business's in Minnesota. She stated that letters of invitation had been sent to the members inviting them to participate in either the Bemidji or Moorhead meeting.

Tony agreed to be the chairperson of the committee for another year.

Members agreed that the fall meeting be held at the East Grand Forks Campus, with time and date to be determined by the chair and instructors.

Norm stated that he had tried to get new members from a couple dealerships in the area and requested name's/thoughts for new members.

Meeting adjourned.

Respectively submitted,

Norm Halsa