

AUTOMOTIVE SERVICE TECHNOLOGY  
ADVISORY COMMITTEE MEETING MINUTES  
NCTC TRF CAMPUS  
October 9, 2012

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

Tony called the meeting to order at 6:15 PM in room 723.

Introductions were made.

Members present were: Tony Telken, Chair, Jerome Gerszewski, Shawn Bugge, Mike Spears, Shannon Novak, and Rodney Lund.

Faculty present: Mark A. Johnson, and Norman Halsa.

Administration present: Jim Retka, Dean of WF/ECON Dev.

There were no additions to the agenda.

A motion was made by Rod Lund to approve the minutes from the last meeting. Second, by Tony Telken.

Mark went over the recommendations from the last meeting. He stated to the committee that we had purchased two Toyota Prius's. One 2009, and one 2010, to complete first thru third generation hybrid's. Both have body damage that the Auto Body program is going to repair. The one recommendation from last meeting that was not met was the tire machine. Tony recommended that we still pursue purchasing a tire machine because of the changes within the car industry going to 20 and 21 inch wheels.

Future needs of the program was discussed and a motion was made by Rodney Lund and second by Mike Spears to purchase both the new GM and Chrysler wireless system for diagnosis and repair of vehicle computer systems. Norm stated he would get with Rodney on the GM system and Tony stated he would check With the Chrysler shop to find costs and requirements. We currently have Ford's system. Motion passed.

Mark and Norm worked with the members to rate the different standards for the NATEF re-certification process. The process is for the team to be assigned and that we would need two technicians from industry to work with the evaluation team leader to complete the on-site visit.

Mark reported that we have approximately \$20,000.00 left in the budget and that some of the monies would be used for the NATEF re-certification process and that we should be able to purchase the GM and Chrysler wireless systems.

Mark stated that he would be gone for at least a week at a conference and that it would be necessary to find a substitute. He stated that he had a prior student that maybe available.

Norm passed around a document with the students that have inquired about the program since fall semester started and that phone calls, and emails would be done for students within 100 mile radius. Class size is still at 23 although Norm reported that when the wing was built that the rooms were made to accommodate 18 students.

Mark reported that all graduates from last year were placed.

Norm and Mark reported on the end of program test and the comparison of our students with the national results. He stated that we were 20% higher and that one student placed in the top 1% in the nation.

Norm reported that there were no safety issues since the last meeting.

Mark reported on the assessment process. He stated that students assessed tenured teachers on one course a semester and non-tenured all courses. He also explained that surveys were sent to graduates and employers for assessment purposes. Mark stated that the program was on the schedule for a major program assessment this year and that the NATEF process should aid in producing the necessary reports.

The date and time will be set later, but the location will be in East Grand Forks.

Meeting adjourned, 8:45pm.

Respectively submitted,

Norman Halsa