

AUTOMOTIVE SERVICE TECHNOLOGY  
ADVISORY COMMITTEE MEETING MINUTES

Blue Moose, East Grand Forks

April 30, 2014

The meeting was call to order at 6:27 P.M.

Introductions were made.

Members present were Tony Telken, Josh Carr, Steve Klopp, Jerome Gerszewski, Shannon Novak, Bryan Funk, and Tim Peterson. Student members present were Judd Skyrud, and Wade Danielson.

Faculty present: Mark Johnson, Norman Halsa, and Kevin Ek.

Administration present: Jim Retka,

A motion by Tony Telken moved to approve the minutes from the last meeting. Seconded by Brian Funk.

There were no additions to the agenda.

Mark reported the curriculum changes that had taken place from the recommendations from last meeting. He stated that 2 credits were taken from the Intro course and that 1 of those credits had been added to steering and suspension and the other 1 credit added to the brakes course. He added that all of the waiver process was done and that the AAS program was at 73 credits.

Mark reported that equipment requests had been submitted and the number one priority was a MAC6500 scan tool. The second request was for a VVT trainer and the third, for a refrigerant reclaimer/charging station for the new refrigerant being introduced in mobile A/C.

A discussion was held in regards to leveraged equipment dollars. Jim Retka explained the process to the committee.

Mark requested that the Automotive Service Technology program be allowed to participate in the leveraged equipment program for FY14.

Mark reported that we may be changing the semester order of courses to accommodate area high school students.

Tony asked about student numbers. Mark reported that we currently have 10 students in 1<sup>st</sup> year and expected that 7 of those students would be returning. He stated that we have 17 second year students and was not 100% sure as to how many had requested to graduate. He also stated that there were 4 new students currently registered for next fall.

Tony asked whether the program numbers were an issue. Jim stated that it was too early to tell. Everything hinges on student numbers, but at this time he was not nervous about the numbers.

Mark expressed the issues around recruitment with only being able to hire a temporary full time position. Jim explained that the position is still Norm's if he would chose to come back. Year to year is the only thing possible.

A discussion was held about budgets for FY15. Norm and Mark stated their displeasure of having the procurement card cut off too early in April. Jim explained that with permission the card still could be used. Mark stated that there was enough money in the budget to finish out FY14. Jim stated that there would be cuts in next year's budgets. Jim reported that the college was working on grants for the transportation programs.

Mark reported that there is a posting for Norm's position for next year under staff recruitment.

Mark reported that any student that wanted a job could get a job.

Results from the end of program tests were discussed. Not all of the 2<sup>nd</sup> year students had completed all of the tests, so the results were incomplete. Of those taken, all have passed.

No accidents to report. There was a safety inspection with only 2 minor infractions. A cracked trouble light cover and the grinder guards needed repair and adjustment.

Mark stated that the program assessment was a work in progress and that there would be more to report at the next meeting.

Tony Telken was elected to serve as chairperson for next academic year.

No date was set for the fall meeting. Jim reported that the all college meeting for the Thief River Falls campus would be on October 27<sup>th</sup>.

A discussion was held about new members. Shannon stated that he would approach a few of the folks that were mentioned during the discussion.

Meeting adjourned at 8:05 P.M.

Respectively submitted,

Norm Halsa