



HITECC -MINUTES
October 2, 2025, at 9:00 AM
JSH Room 112

Members Present: Alex Bassett (Committee Chair), Service Director, Dick Hannah Honda/Dick Hannah Kia; Dustin Deschamps, Shop Foreman, Dick Hannah CJDR; Cyndee Lamar, Parts & Service Director, Dick Hannah CJDR; Dan Robertson, Instructor, Cascadia Tech Academy; Tom Gilstrap, Assistant Program Manager, Dick Hannah Subaru

Guests: Zachary Thomas, Aric Savage, Ivan Sanchez, Andy Siharaj

Members Absent: Cory Pierce (Vice Chair), Shop Foreman, Dick Hannah Volkswagen of Vancouver

Clark College: Theo Koupelis, Dean of WPTE & STEM, Clark College; Dannie Nordside, Department Chair, Clark College; Elizabeth Flores, Elizabeth Flores, Advisory Coordinator, Clark College; Tasaday Turner, Associate Director of Advising and Student Success, Clark College; Brian Tracy, Instructor, Clark College; Hernan Garzon, Automotive Recruiter and Retention Specialist, Clark College

The meeting began at 9:00 AM, and a quorum was met.

NEXT MEETING DATE

The committee will meet next on Thursday, April 9, 2025, at 9:00 AM

MINUTES OF THE PREVIOUS MEETING

The minutes from the previous meeting on April 10, 2025, were approved.

COLLEGE UPDATES

Theo welcomed general college questions. Please let us know in advance. As always, program-specific questions, comments, and concerns are welcome.

RECRUITING

Hernan shared upcoming recruiting events.

- Sabin-Schellenberg CTE College & Career Day Oct 22nd 3-7pm
- 2025 Technology Educators of Oregon (TEO) Conference Oct 10th
- SW Washington College and Career fairs Nov

- High School Presentations

Hernan shared the recruiting process flow and the recruiter role at the college.

- Conduct targeted recruitment by presenting at high schools and career fairs.
- Gather contact information from interested students.
- Schedule interviews and assist with candidate enrollment at the college and dealer.

Application Process

Hernan discussed the expectations and details for onboarding the student.

Tracking Students

Hernan shared the HITECC Google sheet with enrolled students. Hernan aims to streamline the process by meeting with the student and a point person rather than various service managers.

The sheet will be updated by Hernan and Dick Hannah, HiTECC Coordinator, Alex.

<https://tinyurl.com/2026HiTECC>

Program and Partnership Discussion

Tom inquired about the amount of time students spend at the Skills Center and observed a gap between the training provided by Dan's program at the school and the opportunities available at Clark College. He noted that dealerships may be missing out on recruiting strong students as a result.

Hernan shared his ongoing engagement with Cascadia Tech, including attending career fairs and scheduling monthly visits to answer student questions.

Dannie emphasized the importance of continuing the partnership with Cascadia Tech and ensuring that Clark College maintains a consistent presence there.

Dan noted that implementing a tracking sheet would be a helpful tool for monitoring outreach and student engagement.

Theo asked for further input on strategies to bridge the gap between Cascadia Tech and Clark College.

Alex suggested that the Skills Competition could serve as a strong recruitment opportunity for attracting new students.

Dan recommended creating a tracking sheet and maintaining a more consistent presence at Cascadia Tech toward the end of the academic year, as their leadership currently spends significant time supporting students through the transition process. He emphasized that clear communication will be essential to strengthening this collaboration.

Tom mentioned that one-third of his technicians are graduates of Dan's program, underscoring the value of maintaining this connection.

Alex reiterated that effective communication is critical, especially as student retention remains a challenge. She noted that the Washington Auto Dealers Association (WADA) has begun requesting documentation from dealerships showing how they support local schools. Collecting graduation and employment data from the college will be vital to this reporting effort.

Dannie shared that previous surveys were ineffective, but the college is currently working to gather more accurate and comprehensive data.

Hernan added that there are currently 20 students on the waitlist to begin next year. These students are being guided to take college classes in advance to better prepare for the program.

Coordinator Role

Hernan discussed the coordinator's role.

- Meet with candidate and confirm student is on the list and Dick Hannah application is on file.
- Connect student with appropriate dealer based on Dick Hannah dealer needs.
- Update Google Sheet list with candidate status.

Application Process

Hernan discussed the application process.

- Recruiter refers students to apply via the Dick Hannah website using the HiTECC application:
- <https://www.dickhannah.com/careers/>
- Students contact the HiTECC Coordinator (Alex) as the one point of contact.

Follow-up and Referrals

Hernan discussed the follow-up and referrals.

- Clark College recruiter follows up with the assigned dealer and student to ensure the student is on track.
- If the student contacts the dealer but is not on list → refer to the recruiter.
- If the student is on the list but has not met with HiTECC coordinator → refer to the coordinator to be paired with a dealer.

NEW ENROLLMENTS

Dannie shared new enrollments that began this summer 2025. Dannie shared the second-year enrollments.

Internship Updates

Dannie shared that the program is working on the surveying processes.

OLD BUSINESS

Cascadia Mou

Dannie shared that the program received 11 referrals from Dan.

Cascadia Engagement

Dannie shared the program, ensuring supportive engagement.

Assets

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Dannie shared that the program is always looking for assets. Alex responded, he just needs an assets list.

Alex asked about graduate surveys.

Dannie shared some feedback from the graduate surveys.

New Business

ASE Accreditation: The program is preparing for a fall accreditation and discussed the overview. The program is seeking 4 people to review and approve the application.

Tonia shared that the program is preparing for an ASE accreditation. Tonia shared the changes, such as that the advisory committee members can be on-site as the accreditation team.

Application team: Cyndee, Aric, Alex, and Dan volunteered to serve on the accreditation team. Dan requested a time to meet after 2 pm, and Aric suggested any day but Monday.

On-site evaluation team: Dustin and Zach volunteered. This evaluation will occur next spring.

Open Discussion

Alex urged the program to communicate and send an email if students are facing challenges.

Cyndee requested communication on where students are struggling.

Work Plan

Dannie displayed the annual work plan.

ELECTION OF OFFICERS

Cyndee nominated Alex as the committee chair, Tom seconded, and all unanimously approved.

The meeting adjourned at 9:56 pm.

Prepared by Elizabeth Flores