

**HiTECC ADVISORY COMMITTEE -MINUTES**

**Friday, February 21st, 2020 ● 8:00am-9:30am**

**Automotive Classroom, Joan Stout Hall, Room 112**

**Members Present:** Ken Dent, Dick Hannah; John Parthenay, Dick Hannah Honda; Cory Pierce, Dick Hannah VW;

Gary Schuler, Dick Hannah Dealerships;

**Members Absent:** Abby Bacon, Dick Hannah VW (Committee Chair); Sean Fitzgerald (Vice Chair), Dick Hannah Chrysler; Alex Bassett, Dick Hannah Honda; Brandon O’Lear, Dick Hannah Subaru;

**Clark College:** Mike Godson, HiTECC Coordinator & Instructor; Dannie Nordsiden, Automotive Instructor; Wende Fisher, Advising Services; Armetta Burney, Interim Dean of WPTE; Hernan Garzon, Automotive Recruiter; SueAnn McWatters, Program Specialist

Ken Dent called the meeting to order at 8:09am and introductions were made.

**MINUTES OF THE PREVIOUS MEETING**

*The minutes of November 22, 2019 were presented: as quorum was not present, the minutes will be sent out for electronic approval. As of , the minutes have been approved.*

**NEXT MEETING DATE**

The committee will meet next on **Friday, May 22nd, 2020 at 8:00am via Zoom Online.**

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

Armetta Burney made the following announcements:

The college is down to two finalists for the Presidential position. Dr. Karen Edwards and Dr. Sarah Tweedy.

We are currently in a budget crisis. The college will be going through a process to identify how to close those gaps. There will be some challenges moving forward.

**2018-2019 ACADEMIC YEAR**

Mike Godson spoke on student retention.

The first year group only has about half a dozen students. A few students ended up leaving during the year. The second years are on the right track and seem to be moving down a successful path.

**2019-2020 RECRUITMENT**

Gary Shular spoke on having more than 20 first year students.

Mike Godson explained that enrollment is the big concern as they are significantly down.

Dannie Nordsiden spoke on Dr. Sarah Tweedy and her advocacy for the automotive program. He suggested the members reach out and voice their opinions to the Board of Trustees to let them know her support.

Mike Godson stated that the schedule has definitely been helpful for both the school and dealerships. It is easier on the students; less stress on both them and the faculty. Ken Dent spoke on students being able to have an income while going to school. This has been a great recruitment tool.

Gary Shular offered providing more boxes of tools if the program needs more.

Hernan Garzon spoke on sending students to certain dealerships but there was a miscommunication and weren’t able to get in. Cory Pierce stated that two students have been coming in regularly for job shadows. Gary Shular asked to be included on the calendar invites to make sure that the job shadows are occurring and/or happen later. Kia Dealerships seems to be hiring, but he is not hearing back from them. Any day is a good day to set up a job shadow, regardless of having a manager there or not. John Parthenay suggested being able to have students job shadow between two different dealerships.

The link for the HiTECC Dick Hannah website is not working.

**Action Item:**

* **Gary Shular will make sure that the application link for the HiTECC program at Dick Hannah is working.**

Gary Shular spoke on dealerships leaning more towards vocational schools.

Ken Dent asked for business cards from Hernan Garzon to be able to give the students and interns.

Mike Godson stated that it is scholarship season. There is money out there. Ken Dent suggested having a previous student come back to the college and talk to the classes. April 13th, 2020 is the deadline for Clark College Foundation Scholarships.

**Action Item:**

* **Ken Dent will get with a previous student and have him connect with the 1st years to talk about scholarships and the benefit they provide. He will send him over next Wednesday, February 26th.**

The automotive program hired a new instructor named Bob Maloney. He’s a good fit and has a great instructional background. Armetta Burney spoke on his hiring. His ability to connect with students was very highlighted.

**PLANNING PROGRESS**

Automotive Open House is March 18th and is coming up fast. Gary Shular will set up a booth/table for their dealership.

**Action Item:**

* **Gary Shular and dealerships will provide coffee and drinks for the Automotive Open House on March 18th.**

Gary Shular will push this through their digital marketing. Ken Dent suggested Goefencing to all of the high schools.

**NATEF UPDASTE FOR 2020 SITE VISIT**

Tonia Haney put in all of the applications. The program is trying to get Toyota, HiTECC, and Honda PACT as well as a general certification all at the same time. It will most likely be a two day event of evaluations. They will do all the programs simultaneously. The date hasn’t yet been scheduled. There will be a need for some industry members (industry tech or a service member). There needs to be a go-to list as well as a reserve list of members. Dan Roberts, lead instructor from Cascadia Tech, will participate.

Mike Godson thanked the members for doing the self-study. It was very helpful.

**WORK PLAN DRAFT**

Mike Godson presented a drafted work plan.

* Curriculum Goals
	+ Develop e-learning training maps for all dealer brands
* Student Follow-Up Goals
	+ Improve student feedback as input
		- Working with Clark and Dick Hannah to develop a method to gather feedback (surveys)
* Facilities and Equipment Goals
* Recruitment/Enrollment Goals
	+ Gary Shular wants at least 25-30 first year students by fall.
		- Job Shadows
		- Skills Competition
		- Open House
	+ There needs to be a group (Hernan Garzon, Gary Shular, HR, etc.) or process that gets together and jumps on working with the school, dealerships, and Cascadia
		- Communication is key
* Other:

**Action Item:**

* **Gary Shular will connect Tracy (their HR) with Hernan Garzon in order to create a solid process for recruitment for both the dealership and the school.**
* **Mike Godson will email out the work plan draft to the committee members**

Wende Fisher spoke on advising doing “pop-up advising.” There might be opportunity to potentially go to where they are rather than them coming to the office. Mike Godson stated that the program already does a group advising and they would be happy to have Wende Fisher attend.

**Action Item:**

* **Wende Fisher will reach out to Tonia Haney to talk about advising and working with the students.**
* **Hernan Garzon will also attend the meeting next Wednesday, February 26th.**

Meeting adjourned at 9:15am.

Prepared by SueAnn McWatters