

**HiTECC ADVISORY COMMITTEE -MINUTES**

**Friday, March 8th, 2019 ● 8:00am-9:30am**

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

**Members Present:** Sean Fitzgerald (Vice Chair), Dick Hannah Chrysler; Alex Bassett, Dick Hannah Honda; Ken Dent, Dick Hannah; Cory Pierce, Dick Hannah VW;

**Members Absent:** Abby Bacon, Dick Hannah VW (Committee Chair); Brandon O’Lear, Dick Hannah Subaru; John Parthenay, Dick Hannah Honda; Gary Schuler, Dick Hannah Dealerships;

**Clark College:** Tonia Haney, Department Head; Mike Godson, HiTECC Coordinator & Instructor; Brian Tracy, Automotive Instructor; Dannie Nordsiden, Automotive Instructor; Wende Fisher, Advising Services; Renee Schiffhauer, Associate Director of Advising; SueAnn McWatters, Program Specialist

Cory Pierce called the meeting to order at 8:08am and introductions were made.

**MINUTES OF THE PREVIOUS MEETING**

*The minutes of October 19th, 2018 were presented: as quorum was not present, the minutes were sent out via electronic approval. As of March 26, 2019, the minutes have been approved.*

**NEXT MEETING DATE**

The committee will meet next on **Friday, May 17th, 2019 @ 8:00am.**

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

SueAnn McWatters made the following announcements:

Clark College completed NWCCU evaluation this summer and has successfully met the standards for accreditation, thank you to the Advisory Committee members who were able to participate in a luncheon with the accreditors.

Currently the College is looking at significant budgetary shortfalls, caused by a flattening of enrollment and an increase in the cost of must-fund expenses. The college will use the budgetary structure recommended by the Economic Vitality Council the Executive Cabinet will be looking this month at strategies to solve the shortfall. The College must also find a way to fund critical initiatives, such as Guided Pathways and CTCLink computer program. This has resulted in reductions beyond the amount required to cover just the must-fund expenses. It is anticipated that this work will be ramping up in March with final budget adoption in the spring.

* The Automotive departments will not suffer any significant cuts.

The entire college continues work to support the guided pathways initiative, increasing student enrollment, strengthening our technology infrastructure, balance the budget and place equity at the heart of all our decision-making.

* Professional Technical Day is February 28, 2019.
* All committees need to be working on getting a student on the Advisory Committee. Students can be paid a stipend through ASCC for their participation.

Transitional studies and CTE programs will be working more closely together to ensure students move more seamlessly from one program to another. Support for that work includes the implementation of I-Best classes, where the course instructor is matched with an additional faculty trained to provide additional assistance to students.

Bob Knight announced his retirement. As of now, there will most likely be an interim.

**PREVIOUS MINUTES FOLLOW-UP**

*NATEF Volunteers*

Tonia Haney stated that she will need volunteers from the committee for the NATEF certification process. The advisory will need to do a self-assessment for about a half day for accreditation. The program will also need non advisory members from the industry to sit in on the actual walkthrough. This will most likely happen during winter or spring. In order to submit the application, the advisory committee walkthrough has to occur.

**ACTION ITEM:**

* **Gary Shular to find volunteers for the NATEF Accreditation**

Brian Tracy is debating on presenting the curriculum as is and changing it later or changing it now and presenting it with the new curriculum.

**2018-2019 ACADEMIC YEAR (PowerPoint Presentation – Appendix A)**

*1st Year Student Status*

There are currently 8 students; 1 dropped at the beginning. Dannie Nordsiden visited with Jeff Parker at the Volkswagen dealership who had some great ideas about recruitment and internships. ASE’s are starting to roll in from the Dick Hannah side.

*2nd Year Student Status*

There are currently13 students. The ASEs are coming along but there are a few struggles. By the end of spring quarter, two students will have all 9 ASEs. Some are already look at their L1s.

**INTERNSHIP COURSE UPDATES AND OVERVIEW**

Two students have their A5 and A6. Many students are taking them over the weekend.

Dannie made sure to stress the importance of mentorship and taking their ASEs.

A situation did come up where a student went from one dealership to another. The program doesn’t recommend students do this. There was some discussion between dealerships and it was decided that students wouldn’t be allowed to transfer unless there are exceptional cases.

Ken Dent mentioned that there have been really good 2nd year students. One student right now is about 6 months from FAC Master. Brian agreed that the student is doing very well so he is allowed to go to trainings. He asked who was going to graduate out of the second year students, and all of the students raised their hands. Brian also emphasized making sure they walk as it is very important.

Dannie stated that the ASE testing seems to be evolving. A student has to wait 30 days to sign up. If you watch the testing/registration windows and sign up right away, a student can take the test as many times as they want within the window. Ken spoke about their company reimbursing students if they do pass. Mike Godson mentioned that there are accommodations in taking the test. For example, if a student speaks a different language, they can bring their own dictionary with them.

Scholarship applications come out and are due by April 18th, 2019. There are eight that are specifically dedicated to automotive. Brian stated that every student he’s written a recommendation letter for received a scholarship. It is important for 1st year students to take a look at it.

Ken explained that there will probably be 12 students coming out of his store in the fall.

**2019-2020 RECRUITMENT PLAN**

The recruitment position was posted this week. It was posted earlier in the winter, but was failed as there were no solid candidates.

Tonia stated that she has done 22 visits to high schools and generated 428 leads (many of them are those that filled out the information card). She has done 28 interviews.

* TTEN = 6 students
* PACT = 1 students
* HiTECC = 12 students currently signed. There are a few names on the list that will most likely drop.
* Audi = 3 students

Ken stated that he is very impressed with the quality of the students that come out of Cascadia; not in just their work, but also with their professionalism.

Dannie explained that Dan Robertson from Cascadia will be releasing 24 students this year from the program and next year potentially 44 students.

Mike mentioned that the Battle Ground School District has two automotive programs (one at Battle Ground High School and one at Prairie High School).

Dannie provided the Skills USA in the shop. Gary and Brandon did interviews with the students. The more dealer involvement, the better. The students really seemed to enjoy it. Mike reiterated that Cascadia and the Skills USA events spring board students into the Clark program. They go to these places and then want to continue on.

**AUTOMOTIVE OPEN HOUSE**

Tonia mentioned that she interviewed about 7-8 students from the open house that seemed to be very interested.

Ken stated that a few students who came into the open house came in for a job shadow and are in the midst of the hiring process.

Tonia had hoped there would have been a better turnout of dealers However, there ended up being some pretty good candidates. For a time and cost advancement, it was worth the investment.

Cory Pierce thought it went well. It was definitely shorter and smaller than last year. The parents and kids seemed very receptive. The kids asked questions much more based on the job, while the parents asked more long term questions (benefits, pay, vacation, etc.). Ken discussed the benefit of talking with the parents because there is more conversation about bigger picture situations.

**CURRICULUM UPDATE**

The 3 days on and 3 days off start fall 2019. There will be no summer classes so that students can work all summer long. First year students will be in class Monday through Wednesday and second year students will be in class Wednesday through Friday. Current students will go through spring and summer as normal. Starting in winter 2020, students will switch to the three day. Once these students finish out, the first year and second year classes will be going simultaneously.

Mike stated that students might need to share a toolbox. They might have one here and one at the store. There is potential that the morning shift will check and make sure all the tools are organized and there before every switch.

* Morning shift should check and make sure it’s all there before every switch.

**INDUSTRY UPDATES**

Wende Fisher spoke on the process of graduation. She offered to come into the classroom and help the students do everything to apply.

**ACTION ITEM:**

* **Wende Fish will go to the shop and process the graduation work on Friday, April 15th.**

Meeting adjourned at 9:10am.

Prepared by SueAnn McWatters