

**TOYOTA T-TEN ADVISORY COMMITTEE - MINUTES**

**Tuesday, May 16`, 2017**

**1.30pm – 3.00pm \* JSH 112**

**Members Present:** Aric Savage, Ron Tonkin Toyota (Committee Chair); Tom Maguire, Region; Grant Lord, Gresham Toyota; Dan Morton, Kuni Lexus of Portland; John Krebsbach, Toyota; Dave Griffin, Vancouver Toyota; Scott Sandford, Area Manager

**Members Absent:** Kerrie Keesee (Vice Chair), Vancouver Toyota; Steve Schumacher, Toyota of Portland; ; Don Waters, Wilsonville Toyota Scion; Dave Vandelinde, Lexus of Portland; Smiles Dominici, Beaverton Toyota; Rick Murray, Royal Moore Toyota Scion; Kevin Booth, TTEN Field Consultant; Bryce Baulig, Toyota of Portland;

**Guest:** Jate Rademaker, DSPM – Portland Region

**Clark College:** Jason Crone, TTEN Program Lead; Mike Godson, Instructor; Michaela Loveridge, Recruitment & Retention Specialist; Alexa Goodlad, Advising; Scott Clemans, Career Services; Cathy Sherick, Assoc. Dir. of Instructional Programming and Innovation; Nichola Farron, Secretary Senior – Advisory Committees

Committee Chair Aric Savage called the meeting to order at 1.27pm and introductions were made.

Minutes of the Previous Meeting

*The minutes of January 18 2017 were presented: Grant made a motion to approve as written. This was seconded by John and passed by the committee.*

Next Meeting Date

The committee will meet again On Tuesday October 3 2017 at 1.00pm. The meeting will be held at the Toyota Regional office.

Office of Instruction Updates

Cathy Sherick made the following announcements:

Clark is completing the series of Business and Community Learning events on campus this spring. The quick and friendly ‘lunch and learn’ opportunities. FREE and open to the public, the workshops will be scheduled from 11:30 a.m. to 1:30 p.m., and held in the Gaiser Student Center, allowing people to attend on their lunch hour.

* Friday May 19th The Power of Completion

Join us here on campus Saturday June 3 10:00 a.m. registration opens for the FREE Healthy Penguin Walkabout. There are several stations set up across campus, with health activities and information about one quarter mile apart. A great way to get some exercise, some health information and have fun.

Clark College will hold graduation at the Sunlight Supply Amphitheater on Thursday June 22 at 7:00 p.m. It is a great way to celebrate the work of the committees. There is always a need for volunteers at the event, if you are interested please let us know.

July 13, 2017 – Evening event to recognize our committees and the terrific volunteers that come to meetings two times a year to support students. Watch for additional details to arrive via email.

Program Announcements

Instructor Position - Jason announced that this would be his last term with Clark College as he is heading to Battleground High School to teach there. Mike continued that the Dean has confirmed that the position will be retained and a job posting will follow shortly. The role requires the ability to teach and to connect with dealers to arrange and manage internships. Nichola will share the job posting with the committee once it is finalized.

NATEF mid cycle review – Mike outlined that the program had undergone recertification a couple of years ago, and the time had now arisen for a mid-cycle review. He asked committee members if they would be willing to review the paperwork during a work-session: Aric, Dan, John, Tom and Grant will meet with the Department on June 7. It is a requirement of Toyota that the NATEF certification be retained in order to offer the TTEN program.

T-TEN Compliance Review – Toyota has requested that the Department focus on two technical areas per year and engage in a cycle of continuous review. Scott outlined that the skills list is usually devised by a central steering committee to keep the curriculum updated and relevant. The committee also spoke about the need to represent foremen and technicians during discussions, not only for the Toyota aspect, but also in terms of WA state guidelines for Clark College. Tom continued that the guidance from Toyota is that dealers are to make efforts to connect with the TTEN program, and that would include giving technicians the opportunity to attend meetings.

Current Class Report

The current TTEN class is down to eight students in first year, following some attrition over the winter with various different causes. The class are ready to start on summer work classes, with the AC class scheduled to start after July 4: engines and transmissions are scheduled for winter.

The second year group of nine students are finishing their last internship placement; five have completed multiple ASEs, with four completing all eight.

Tom outlined that Toyota would like to recognize graduates that complete programs and complete all eight ASEs; this was an initiative pushed forward by the dealers themselves. At Shoreline CC, any student who graduates with all eight ASEs will be gifted either a fluke meter, snap on gyroscope torque wrench, or a tech stream lite and the dealers will split the cost. He continued that he was happy to replicate at Clark, and that the gift can act as incentive to folks especially with multiple ASEs.

In response to a question from Grant about attrition, Mike outlined that the class had started with 14 students but a number of factors, including competition with other industries, had affected the numbers. However, he did emphasize that the remaining students were high quality and represent the Department’s commitment to maintaining high standards.

Michaela continued that she is working to connect with students at an early stage if issues arise to avoid attrition. Mike reiterated that the Department is recognizing that early intervention is key and will focus on ensuring communication is established in the first quarter.

The Committee discussed how students need various sources of support to succeed, both from the Dealer and from the College, especially as a number are first generation college attendees.

*Aric made a motion that the Dealerships support the graduation gift; this was seconded by Dave and passed unanimously.*

Recruitment Report

Michaela reported that there are 16 students set up for the upcoming year: 12 of the 16 are currently working in some of the stores, and have been doing so for a while. The remainder are in process of being hired or going through employment screening etc. Michaela shared how Kerrie had sent three existing employees from her store and continues to talk about TTEN during her hiring process.

Tom described how the Portland region would provide Clark and Shoreline with a new Toyota Tacoma as a promotional vehicle for school visits and recruitment efforts. The graphics are currently being designed, and Toyota will provide insurance.

The committee discussed the cost for students undertaking the program, which is estimated to be about $20k including tools. However, there are scholarships and financial aid available.

Tom spoke about the need for the program and career to remain competitive as students are attracted by other schemes and wages. In addition, the work needs to be challenging as students are signed up with certain expectations and need to be engaged.

Internships

As part of the on-boarding process, Jason spoke about the need to have a welcome packet and the committee discussed proposed contents. It was also agreed that it would be beneficial to include the compensation plan from the individual dealers as well.

Committee Discussion

On the issue of recruitment, Tom spoke about the strong partnership from the College with the program. However, he emphasized that there needs to be a uniform student experience across the stores so that teachers in high schools etc. can recommend it to students with confidence.

Mike also spoke about the increasing disparity between High School Auto classes and the more developed and high-end dealer-ready programs.

Scott then spoke about efforts to re-focus recruitment, and demonstrated that the Clark student numbers are actually representative of the reality. He also commented that, for a relatively small number of students, there is strong competition from for example, Subaru and Tesla.

His new strategy, which he will work with Michaela on, will be to focus on students who are involved in the PLTW (Project Lead the Way) initiative. This includes students working on engineering, robotics etc. There are a number of students at B and C levels who may not make it as an Engineer in the traditional sense, but who would have great value as technicians.

Michaela will also connect with dealers regarding an open house event for potential students and their parents. In addition, there may be opportunities for dealers to accompany her on High School visits.

It was decided that the discussion of Internship curriculum would be tabled for a future meeting when the new Coordinator was in place.

The dealers the discussed their experiences with the students and program. Dave spoke to the need to recognize his personal commitment to recommending the program across his dealership. Dan outlined that he is now more familiar with working with younger students and enjoys the opportunity to have them undertake the work-shadowing exercise.

Aric adjourned the meeting at 3.22pm

Prepared by Nichola Farron