

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

**Tuesday, October 4th, 2018 \* 10:00am-12:00pm**

**GHL 213**

**Members Present:** Aric Savage, Ron Tonkin Toyota (Committee Chair); Kevin Booth, TTEN Field Consultant; Derek Carroll, Dick Hannah Toyota; Adam Fogg, Toyota; Jeff Harbaugh, Toyota; Zach Lowe, DSPM; Tom Maguire, Region; Dan Morton, Kuni Lexus of Portland; Rick Murray, Royal Moore Toyota Scion; Steve Schumacher, Toyota of Portland; Jim Waters, Wilsonville Toyota Scion;

**Members Absent:** Clayton Birtell, Beaverton Toyota; Smiles Dominici, McMinnville Toyota; Dave Griffin, Vancouver Toyota; Kerri Keesee (Vice Chair), Vancouver Toyota; John Krebsbach, Toyota; Paul Moon, Beaverton Toyota; Davis Weyant, McCord’s Vancouver Toyota

**Guests:** Dave Ruppert, Gladstone Toyota; Brian Maloney, Toyota; Joe Samher, Royal Moore; Burton Hollow, Beaverton Toyota; Axel Belloso, Beaverton Toyota

**Clark College:** Mike Godson, Instructor; Dannie Nordsiden, Instructor; Tonia Haney, Instructor; Michaela Loveridge, Recruitment Specialist; Renee Schiffhauer, Advising; Cathy Sherick, Office of Instruction; Wende Fisher, Advising; SueAnn McWatters, Program Specialist – Advisory Committees

Committee Chair Aric Savage called the meeting to order at 10:34am and introductions were made.

**MINUTES OF PREVIOUS MEETING**

The minutes of *April 28th, 2018* were presented for approval: Aric made a motion, Kevin seconded and was passed unanimously.

**NEXT MEETING DATE**

The committee will next meet on **April 18th, 2019 from 8:00-10:00am.**

*The meeting has since been changed to April 22nd, 2019 at 8:00-10:00am at the Portland Training Center.*

**ELECIONS FOR CHAIR/VICE CHAIR**

Aric Savage nominated Steve Schumacher and Kerrie Keese.

Aric Savage motioned for Steve Schumacher as Chair and Kerrie Keese as Vice Chair, Rick Murray seconded, and was passed unanimously.

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

Welcome back to 2018-19 Academic year, Advisory Committees will continue to see how they fit in to the implementation work of **Pathways at Clark.** The goal is to improve rates of completion, transfer and attainment of jobs to that end this year we will be working very closely with other colleges to make sure our programs link directly to opportunities for students who are continuing. Our high school partners are also working with us to ensure that their programs are also aligning closely to Clark.

To that end, Clark will be producing the **Career and Technical Education Insert** again this year. It will go out in February in the Food Day Columbian reaching 56,000 households. We are asking business partners to advertise in the insert again – and we will be working on some very compelling stories of students in CTE programs. Please contact Cathy Sherick in the Office of Instruction if you would like to advertise or for more details.

Clark is always opening the invitation to more **Advisory volunteers** for the twenty-five committees that support CTE programs. It might mean infusing current committees with new members or building new committees for new programs. Also, we are continuing to work on the **Master Advisory Committee** as well to assist with visiting current committees to talk to members, planning and hosting an Advisory event and reporting to the Board of Trustees every year on the great work of Advisory Committees.

The energy is heating up around the development of the new **Advanced Manufacturing Center** planned for the North Campus at Boschma farms. Contact Dean Genevieve Howard for details on this amazing new building and the advanced manufacturing programs that will be located there.

October 9th Clark College, in partnership with Partners in Careers (PIC) and Workforce SW, hosted over 250 local high school students on campus for National Manufacturing day. Special thanks to S.E.H. America, Columbia Machine, Graphic Packaging, Silicon Forest Electronics, General Sheet metal, and BagCraft for providing activity stations.

* This will help teach students on how to work in manufacturing centers; advanced metals, robotic, AI, networking, how to fix machines when they break, troubleshooting, etc.

**POWERPOINT**

Michaela Loveridge spoke about recruitment.

**Slide 1: 1st Year Student Status**

* There are currently 13 students in first year (currently in Electrical I course)
* 2 students made an effort to return

**Slide 2: Recruiting Efforts**

27 students were slotted to start in T-TEN:

* 13 of those are in the program now
* 14 did not move forward:
	+ 9 quit the dealership position and/or pursuing other careers
	+ 2 had financial issues and couldn’t afford the program (potential candidates for next year)
	+ 1 struggled academically & withdrew during the Intro class
	+ 1 withdrew during Electrical I class due to personal issues
	+ 1 chose to attend a different school and study Business with Oregon Promise scholarship

Steve Schumacher started a discussion about helping students financially. Aric Savage stated that his location provides stipends. However, in just the last month, they’ve hired three candidates that started and quit within a week because they realized that the industry wasn’t for them. If the program is having a 50% drop out rate, the enrollment of which students is key. Four to Five students need to come even if only two slots are available. Michaela Loveridge mentioned that they are slowly starting to experiment with undecided students to job shadow before they even get an interview.

Brian Maloney spoke on what attracts students to the automotive industry. Job placement is an important marketing fact. If students graduate from T-TEN, there is a 100% employment rate.

Kevin Booth stated that the main reason the program loses kids is due to money. Repairing cars requires a higher level of analytical skills so $15/hour isn’t appealing enough. Career development is important. 63% of those who have signed up end up staying in the program. The biggest selling factor for the program is that it’s a well-paid ($18-$30/hour).

 Jim Waters asked about the advantages of the program and the certifications that students can earn. Aric Savage explained that most certifications are based off of ASE. Tom MacGuire stated that those who have the ASE certifications get moved to the top of the waitlist. They also have an arrangement with Shoreline Community College that if any student graduates with all 8 ASE’s and L1, they’ll receive a huge price (laptap, toolbox, etc.). They would be happy to replicate this plan with Clark. They can provide up to $300 in student gifts.

**Slide 3:** **2nd Year Student Status**

* There are currently 8 students in their second year
* Currently in Internship II course and taking a general education requirement

Michaela Loveridge mentioned that two students already have six ASE certifications. . There was discussion about student’s progress and doing well in the program. Having students with a specific mentor that has also been through the TTEN program has been beneficial.

**Slide 4: 2019-2020 Recruiting Plan**

* Currently in the process of scheduling visits to multiple high schools
* Michaela will be inviting managers to join.

**Slide 5: 2019 Open House Event**

* Wednesday, February 20th, 2019 from 6:00-8:00pm

**INTERNSHIP COURSE UPDATES AND OVERVIEW**

Dannie Nordsiden spoke about internships.

**Slide 6: Internship Course Updates & Overview**

* Fall 2018 (currently in session)
	+ 2nd year students in Internship II
* Winter 2019
	+ 1st year students in Internship I
* Spring 2019
	+ 2nd year students in Internship III

**Slide 7: Internship I**

Objectives

* Soft Skills/21st Century Skills
	+ Communication
* Time management
* Ethics
* How to use social media
* Motivational skills
* Self-awareness
* Working in a team

**Slide 8: Internship II**

Technical Skill Reinforcement and Development

* Elevate your skills!
* Enforce what they’ve been learning and develop those skills
* Advanced diagnosis
* Written communication/documentation/technical writing (how to write a repair order)
* Demonstrate knowledge
* Understand 6 step Toyota process

**Slide 9: Internship III**

Professional development

* Advancing Your Career
* Portfolio
* Evaluations
* Passion and perseverance
* Mentorship
* Students having agency (free thinkers, critical thinkers, etc.)

**Slide 10: T-TEN Timeline for Success**

* Pre-Internship
	+ Need to learn the ropes and the culture
* First Internship
	+ Mentor should be assigned to students
	+ Allows students to grow and help with their studies
* Second Internship
	+ Classroom training
	+ ASE’s
	+ A relationship with the mentor
* Third Internship
	+ Students getting ready to be on their own
	+ Can act independently

**Slide 11: Mentorship**

* What it means
* What students expect
* Why it makes sense
* When is this the most successful?
* How it relates to the internship goals
* How can we elevate mentorship and learning?
* It’ just good for business

**EQUIPMENT PRIORITIES**

Aric Savage motioned to table equipment priorities to the next meeting, Zach seconded , and was unanimously approved.

**TMNA UPDATES**

**Slide 12: Workforce Development**

* Overall strategy components
	+ Technician recruiting strategy training
	+ Technician recruiting tools
	+ On-site recruiting support

**Slide 13: On-site Recruiting Support**

* Support elements
	+ Recruiting strategy development support
	+ Region on-site recruiting coaching
	+ On-site recruiting support
* Dealerships HAVE to do this; we can coach and provide the tools, but it’s up to you to who up

**Slide 14: Recruiting Strategy Training**

* Technician career development progression
* Recruiting in high schools
* The recruiting pitch – selling the career progression
* Recruiting in community colleges
* Taking a strategic approach
* T-TEN resources for recruiting

**Slide 15: Recruiting Support Resources**

* Dealers will have access to promotional and marketing materials through the T-TEN fulfillment vendor
* The site will feature career fair and recruiting items
	+ Customizable banners
	+ Promotional give away items
	+ Downloadable video loop with Toyota technology
	+ Trifold brochure

**Slides 16-20: Graphics of the promotional materials**

Steve Schumacher asked about financial support at the high school level from the manufacturers. Kevin booth explained that there is to funding for that. The dealerships need to create relationships with the students more.

Michaela Loveridge spoke about when a service manager attends these high school visits that they are supporting T-TEN. The hope is that the relationship with the managers is supportive of the T-TEN program as opposed to “learning on the job.”

Kevin Booth stated that they have put a significant amount of money into Facebook, but didn’t get the return they were expecting. The most effective marketing has been getting into high schools.

**NATEF REQUIRED SHOP EVALUATION**

Some members of the committee and the faculty went to fill out the evaluation.

Meeting adjourned at 12:15pm

Prepared by SueAnn McWatters