

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

**Tuesday, October 3, 2017**

**10.00am - Noon \* Toyota Training Center, 8338 NE Alderwood Road, Portland, Suite 195**

**Members Present:** Aric Savage, Ron Tonkin Toyota (Committee Chair); Kerrie Keesee (Vice Chair), Vancouver Toyota; Tom Maguire, Region; Rick Murray, Royal Moore Toyota Scion; Grant Lord, Gresham Toyota; Dan Morton, Kuni Lexus of Portland; John Krebsbach, Toyota; Dave Griffin, Vancouver Toyota; Scott Sandford, Area Manager (TTEN); Derek Carroll, Dick Hannah Toyota; Dan Morton, Kuni Lexus

**Members Absent:** Steve Schumacher, Toyota of Portland; ; Don Waters, Wilsonville Toyota Scion; Smiles Dominici, Beaverton Toyota; Kevin Booth, TTEN Field Consultant.

**Guest:** Jate Rademaker, DSPM; Zach Lowe, DSPM; Brandon Sawchuk, Vancouver Toyota, Dan Levensohn & Tim Habudan, Capitol Toyota

**Clark College:** Mike Godson, Instructor; Dannie Nordsiden, Instructor; Michaela Loveridge, Recruitment & Retention Specialist; Cathy Sherick, Assoc. Dir. of Instructional Programming & Innovation; Genevieve Howard, Dean of WPTE; Nichola Farron – Advisory Committees Coordinator

Following a delay to the meeting start, Committee Chair Aric Savage called the meeting to order at 10.53am and introductions were made.

Minutes of the Previous Meeting

As the meeting was held at an off-site location, the minutes of May 16 2017 will be distributed for an electronic vote. *As of October 10 2017, the minutes have been approved.*

Next Meeting Date

The committee will next meet on April 24 2018, at 8.00am at the Toyota Portland location.

Office of Instruction Updates

Cathy Sherick made following announcements

Welcome back to 2017-18 we are excited to be rolling up our sleeves and delving in to the second year of work of our **Academic plan.**

The new **“Areas of Study”** have been adopted and approved these will provide the framework for organizing the different degree paths for students. The link is [here](http://www.clark.edu/academics/programs/index.php)

Advisory Committees will begin to see how they fit in to the implementation work of **Pathways**. The goal is to improve rates of completion, transfer and attainment of jobs. The American Association of Community Colleges (ASCC) has developed a model that articulates the implementation process. Advisory members are encouraged to review the model for understanding.

Academic plan Goal 6: *Infuse the study of* ***Power, Privilege and Inequity*** *throughout the curriculum.* Last year advisory members asked why this was happening at Clark. To answer that question, we have been working with the Office of Diversity and Equity to put together some basic information that can help frame the issue for further discussion. Watch for it on meeting agendas.

The new **McClaskey Culinary Institute (MCI)** is open and teaching students this term! The link to information about the program is [here](http://www.clark.edu/academics/programs/culinary/). We are looking forward to being able to provide our advisory members with menu items from the cuisine and baking programs.

Clark continues to see enrollment declines, which may have budget impacts. We do not anticipate further program cuts at this time, but cannot rule out the possibility of changes in the future should this trend continue. Your help in letting community members know about the great programs at Clark is appreciated!

As programs are taught out, we have terrific Advisory volunteers we hate to lose. Often we need to infuse current committees with new members, and sometimes new programs are developed that will need new advisory committees. We are working this year on the development of a **Master Advisory Committee** that will help us with three tasks.

1. Visiting current committees to talk to members and get an idea of how things are working.
2. Planning and hosting annual Advisory event.
3. Reporting to the Board of Trustees every year on the great work of Advisory Committees.

Let us know if you are interested by contacting Nic. You can be on two committees, or if you want to step away from your current committee work that is fine too.

We also wanted to thank everyone who was able to attend the **annual recognition** event held on July 13 at the new STEM building. We had beautiful weather, many cold beverages and a great time. We look forward to planning the event next year with our new Master Advisory Committees.

We will be undertaking an updated Ethics training at the spring advisory meetings.

The annual Clark College Career fair will be held in April. Advisory Committee members will be provided additional information from the career center in upcoming meetings.

Cathy also spoke about the planned insert for The Columbian newspaper in support of Professional Technical day in February 2018. Both Cathy and Genevieve reiterated the importance of reaching out to parents to let them know the realities and potential of career-technical education, and the alternative it offers to four-year colleges. Kerrie outlined that she will be sending a picture of her staff with their TTEN students for inclusion. The cover story will also feature an automotive student with their parent.

New Team Member

Mike introduced Dannie Nordsiden, the new Clark instructor and TTEN internship lead. Dannie joins the team after 33 years as a master tech and 25 years of dealer experience. Dannie continued that he is looking forward to the opportunity to give something back to the career that he has found so rewarding.

NATEF mid cycle review

Mike thanked those present that had assisted with the mid-cycle review in June: two items were noted as improved: administration and student services (particularly with the addition of Michaela’s role). The next review will be due in 2.5 years.

Recruitment

Michaela shared a presentation with some statistics for her work the previous year:

* 52 recruiting presentations to more than 1,000+ high school students
* 512 students expressed interest in working at a dealership (includes seniors, juniors, sophomores and freshmen)
	+ *181 seniors, 175 juniors, and 156 sophomores/freshmen*
* 36 seniors interviewed for 2017 T-TEN Cohort
* 15 students seated in August
* 3 withdrew due to academics, 1 due to personal reasons
* 11 remain in 2017 T-TEN Cohort today

Of the 36 interviewed students:

* Completed job shadow or were existing dealership employees: 24
* Changed their minds/pursuing a different field: 16 (5 of those students changed their mind after completing the job shadow)
* Were not approved by Michaela or by dealership as viable candidates: 3
* Were not able to connect with dealership personnel to schedule shadow: 2
* Deferred to pursuing the program next year: 2
* Were not employable due to MVR: 1

New initiatives for this year include an Automotive Open House planned for October 26 2017 and greater dealer involvement in high school visits. Michaela continued that the dealers should expect to hear from her as she plans visits to high schools in their proximity.

Mike continued that the engagement of dealers is a crucial part of recruitment efforts as students respond well to hearing from potential future employers about opportunities and prospects. Especially in a background of local and national enrollment struggles, it is crucial to be competitive against the other options potential students have to consider.

The Tacoma truck has now been donated to Clark to help with recruitment efforts: the College is working on a graphics wrap for it.

Tom reiterated the importance of continually talking about the program, sharing information and publicizing in personal networks. The committee discussed the need to make the program competitive and attractive for students.

Jate continued that there was still the need to battle the incorrect perception of the job as lower standard, when the reality is it is increasingly technology driven and located in cutting edge facilities. He spoke to how the career has changed with the development of a definite career path.

Professional Certificate

Mike revisited the previously discussed idea of having a certificate scheme in the TTEN program to provide specialized training for technicians, for example at weekends or in the evening. The criteria for these students could be those with two ASEs who may not be able to enroll in the full program due to financial or family commitments.

Aric outlined that the ASE requirement had been a barrier in previous attempts: but the committee discussed how there could be some leniency. Mike concluded that the Clark College team are willing to commit to making the certificate scheme a success if the committee members want to proceed.

Internships

Dannie introduced a draft for the internship that grew out of the discussion of a focus group held on June 9 2017.

The internship will be broken down into three main areas:

1. Professional skills development
2. Technical skills development
3. Pre-apprenticeship

Dannie has developed new syllabi, and is working on criteria to improve engagement and assist with retention. Common themes that emerged from the focus group included mentor training and improved communication with mentors.

The committee members spoke about their hope that a checklist for mentors could be developed, and for continued engagement with the College about students. Aric and Kerrie gave examples where emails and phone calls from the Department had been particularly appreciated, in both positive and challenging circumstances.

Mike noted that the Department would try to provide quarterly emails to Dealers with updates on students.

Work Plan

Mike talked about the positive impact of having defined goals for the committee.

This year it is hoped that work will continue around internships and mentors, as well as looking at changes in the wider Toyota technician training structure generally.

There will also be continued work on marketing. The Dealers discussed incentive options: Aric has a contract structured round increasing pay linked to service duration and there are dealers offering tools. It was agreed that, with the demand for technicians growing there would need to be a continued commitment to expanding recruitment and ensuring retention.

The equipment will be reviewed at a future meeting; fortunately, there are not any immediate needs.

Aric adjourned the meeting at 12.12.

Prepared by Nichola Farron