

Committee Members Present: Jenny Sherman, Jim Chamberlin, Tony Fagnangt, Mitch Medminger, Nick Laydon, John Starr, Tom Ury, Larry Williams

Committee Members Absent:

Guests:

Recording Secretary: Lorraine Pearson

Agenda Item	Discussion Points	Decision/Action Item
Welcome and Introductions	<ul style="list-style-type: none"> • Lori Pearson, New Admin. in Dean’s Office 	
Student Awards Announcement	<ul style="list-style-type: none"> • 4 students attended & competed in Kansas City in CAD, CAM & Machine Operations. Tim Roush, Casey Houston, Darren Meyers & Joel Santisteven took 2nd place. • Joel Santisteven qualified for the World Show in Germany 	
Philosophical Changes	<ul style="list-style-type: none"> • Communication is key to success – We want to hear from the Advisory Board & businesses in the community. • We need input from both the Advisory Board and the Machining Division • Encourage utilization of emails, phone, etc. to communicate 	
Customer Base	<ul style="list-style-type: none"> • Students are our customers at PCC • Business Leaders are our customers at PCC – we rely on the business leaders of the community to help our program be successful 	
Machining Technology Courses	<ul style="list-style-type: none"> • Gregg reviewed all Machining Technology Courses with Advisory Board • Recommendations: <ul style="list-style-type: none"> ○ Train the Trainers – Incorporate common terms used in the industry throughout the courses. ○ Train “Soft Skills” – Attendance, Timeliness, Attitude, Professionalism, etc. ○ More emphasis on Basic Math Skills 	

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PCC Marketing Avenues	<ul style="list-style-type: none"> • High Schools – Approximately 90% of our PCC students are local. • PCC is one of the Premier Machinist Programs in Colorado • Meet/speak with High School students & Instructors • Awareness of Job Opportunities • Length of time to complete the program • Encourage Concurrent Enrollment for High School Juniors & Seniors • Encourage High School students parents to attend Presentations • Have past PCC Graduates of the Program speak to High School students • Community – PCC strives to meet local business needs in our training • Workforce Center – Make them aware of our curriculum & certifications 	Gregg & Advisory Board will follow up to give Presentations in High Schools
Marketing the Machinist Trade	<ul style="list-style-type: none"> • Communicate new & upcoming Career demands for Machining • Focus on the “Gear Heads” & job potentials – i.e.: Train, Lear, NASA, NASCAR, etc. • Demonstrate “Start to Finish” processes in Machining • Distribute DVD’s of Machining in Progress • TV program “How’s It Made” 	Gregg & Advisory Board will follow up on these items.
Local Business Input	<ul style="list-style-type: none"> • Student lack experience transitioning from classroom to production • Industry experience during college; Internships. • Reward Continuous Improvement – speed, efficiency, DFM • Canned Project – complete project, then discuss possible improvements 	Gregg will work with Instructors regarding these issues and ideas.
MET- Tech Committee	<ul style="list-style-type: none"> • PCC would like to form a Machining Evaluation Committee to allow Student Work Projects to be inspected by three members of the committee. • Work toward PCC students taking tests for NIMS Accreditation. • Look into PCC becoming a NIMS Certified Program 	A signup sheet will be sent out electronically, asking for Volunteers. Gregg will follow up on these issues.
Engineering/Manufacturing Niche	<ul style="list-style-type: none"> • Roger Weitzel handed out a Questionnaire for input regarding the niche between Engineering and Manufacturing. 	Roger will follow up with the gathered information.

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Minutes & Next Meeting	<ul style="list-style-type: none"> • The minutes for this meeting will be sent electronically. Any feedback gathered during this meeting or from returned handouts will follow electronically. • Next meeting will be held on a Wednesday evening, in late January or early February, and will be announced at a later date • There will be a Shop Tour during the next meeting. 	Gregg will follow up and send out possible dates for next meeting.