

**Committee Members Present:** Rick Herbert, D&S Paint Center; Craig Bowman, Superior Automotive Body Repair

**Committee Members Absent:**

**PCC :** Jennifer Sherman, Dean of Business and Advanced Technology; Dee Lechtenberg, Academic Liaison; James Cordova, Department Chair, Automotive Programs; Tony Flores, Instructor, Roger Pfannenshmid ; Jenelle Montoya, Administrative Assistant.

Recorder: Jenelle Montoya

Agenda Item	Discussion Points	Decision/Action Item
I. Introductions and Welcome	<ul style="list-style-type: none"> <li>• The meeting was called to order at 5:38 pm by James Cordova.</li> <li>• Each attendee introduced himself/herself.</li> <li>• Dean Sherman thanked the committee members for attending.</li> </ul>	
II. Approval of Past Minutes- 06/12/2013	<ul style="list-style-type: none"> <li>• Mr. Cordova allotted a few minutes for each member to review the minutes from 06/12/2013.</li> </ul>	Mr. Flores moved to approve the minutes as written. The motion was seconded by Mr. Harbert and Mr. Roger, and approved.
III. Adoption of Bylaws	<ul style="list-style-type: none"> <li>• Current bylaws are outdated.</li> <li>• Complete revision of bylaws are needed.</li> <li>• Rick a former advisory board president and was instrumental in what we do now. Any suggestions on what we may need to add in.</li> <li>• Spring 2015 input. J. Cordova will send out in advance for feedback.</li> <li>• Determine who will be the chair, PCC provides a secretary, another individual to take place of the chair.</li> <li>• How the meetings to be ran and what to look at.</li> <li>• For a vote, there has to be 51% from the industry. Faculty cannot have a vote and are not voting members.</li> <li>• Automotive service needs increased membership.</li> <li>• Dean Sherman offered a suggestion about having a joint meeting of Auto Service and Auto Collision for a portion and then . The group agreed. Pilot in April or May.</li> <li>•</li> </ul>	

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IV. Election of Committee Chair	<ul style="list-style-type: none"> <li>• Mr. Harbert has done a great job as our current Committee Chair.</li> <li>• A new Committee Chair needs to be elected and serves a minimum of one year.</li> <li>• Dee's suggestion is to wait until the bylaws are revised and then elect a new Committee Chair.</li> <li>• Election of committee chair will be added to the Spring agenda.</li> </ul>	
V. Snap-on Tools Certification	<ul style="list-style-type: none"> <li>• Snap-on tool certification entails a first year, first semester student will learn the basic fundamentals of the tool.</li> <li>• Once they receive the multi-meter</li> <li>• What is needed for the industry as an entry-level technician?</li> <li>• Mr. Bowman subs out anything a light comes on for. They handle connect and disconnect only. If it requires any electronic diagnostic, it is handled elsewhere.</li> <li>• The certification will assist the students with obtaining the credentials, assessment</li> <li>• Industry in the classroom – Seek out a professional from the industry to demonstrate equipment. Mr. Harbert shoot water borne paint on fenders and hoods.</li> <li>• Mr. Bowman – Strong on either paint side or body side. Overall start to finish or focus on strong suite.</li> <li>• Explained level 1 certificate</li> <li>• Starting salary range - \$12.50 hour. Top commission 60 to 80.</li> <li>• Basic body fundamentals and gradually move them on.</li> <li>• Attractive to the employers.</li> <li>• Upcoming industry changes – Ford's aluminum body. Introduction to the aluminum frames.</li> <li>• Seek out contacts before Spring to introduce students to the aluminum body.</li> <li>• Aluminum and water borne.</li> <li>• Next meeting follow-up on industry training.</li> </ul>	
VI. Review of changes to the curriculum	<ul style="list-style-type: none"> <li>• Mr. Cordova reviewed the Automotive Collision Technology Associate of Applied Science curriculum sheet.</li> <li>• Mr. Cordova explained the structure of courses if a student is degree seeking or certificate seeking.</li> <li>• Jorge suggested that PCC partner with employers to provide a place for students to intern vs having the students locate one on their own.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Prep, sand, and mask. Disassemble and reassemble.</li> <li>• Industry talk about becoming a bodyman.</li> <li>• Mr. Harbert and Mr. Bowman agreed to participate in 'Industry in the Classroom'.</li> <li>• ASE testing center.</li> <li>• Industry in the classroom: <ul style="list-style-type: none"> <li>○ Prep</li> <li>○ Aluminum body</li> <li>○ Ordering parts</li> <li>○ Damage identification</li> <li>○ Strengthen estimating section</li> </ul> </li> <li>• Level I – 16 week job shadow and mentorship. Engage verbally and on paper.</li> <li>• Level II – Practical application.</li> <li>• Internship – Provide ship with areas to cover during contact hours – draft to be reviewed during Spring meeting.</li> </ul>	
VII. Discussion on Industrial Painting	<ul style="list-style-type: none"> <li>• Vestas interest.</li> <li>• Mr. Tafoya summarized industrial painting at Vestas. Airless pumps, epoxy and</li> <li>• What qualifies as industrial painters. Powder coating, airless spray,</li> <li>• Action – invite industry contacts to ask what</li> <li>• Explore certificate option to work with Pueblo industrial companies.</li> <li>• Dee will scan program approvals and look for industrial painting.</li> <li>• ACT collision or industrial to make them more employable.</li> <li>• Dean Sherman suggested partnering with Workforce to pull EMSI data to pinpoint true demand and present during the Spring meeting.</li> </ul>	
VIII. Industry needs, Co-ops, Internships and Employment	<ul style="list-style-type: none"> <li>• Internships and employment – our program has entrance requirements: <ul style="list-style-type: none"> <li>○ Math</li> <li>○ Composition and reading</li> <li>○ Drug testing, valid driver's license, and background check</li> </ul> </li> <li>• Our students are prescreened and employable.</li> <li>• Current students and potential students are aware of the entrance requirements.</li> <li>• Mr. Bowman has taken in a few interns in the past. The experience was ok. They are under foot. 3 of his 5 technicians are PCC alumni. As an employee he described them as top notch.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Lots of jobs, very few people qualified to do it.</li> <li>• Tony suggested branching out to the high schools or even middle schools.</li> <li>• Dee suggested - CTE vocational push in middle school.</li> <li>• Mr. Bowman suggested a car show. Similar to Jeremy's garage and Intellitech.</li> <li>• Next meeting – Provide data pre and post-revision of the program. Enrollment data.</li> <li>• Mr. Cordova suggested resurrecting a PCC automotive/collision job fair.</li> <li>• Mr. Cordova</li> <li>• Internship – one week per month – Mr. Bowman</li> </ul>	
IX. Good of the Order	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	Tony first, Bowman seconded.
X. Adjourn	<ul style="list-style-type: none"> <li>• The meeting was adjourned at 7:13 pm.</li> </ul>	
XI. Schedule next meeting date/time	<ul style="list-style-type: none"> <li>•</li> </ul>	

Submitted by Jenelle Montoya