

Automotive Body Technology

Advisory Committee Meeting Minutes
2017 - 2018

CHAIRPERSON: Troy Jones		
MEETING DATE: November 2, 2017	MEETING TIME: 11:00 AM	MEETING PLACE: MSC – Bluebonnet
RECORDER: Vanessa Verjan		PREVIOUS MEETING: November 1, 2016

MEMBERS PRESENT:

Name and Business	Name and Business	Name and Business
Alvarez, Israel Rubens Collision	Carreon, Miguel West Main Body Shop	Castillo, Jr., Daniel Castillo Body Shop
Castillo, Sr., Daniel Castillo Body Shop	Garcia, Rick Gilbert's Body Shop	Hernandez, Gus Premier Collision
Jimenez, Ervey Premier Collision	Jones, Troy O'Reilly Auto Parts	Lopez, Justin Cowboys Auto Collision
Rincon, Jon Ruben's Collision	Rodriguez, J.R. Premier Collision	Ybarra, Ruben Ruben's Collision

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Aviles, John Auto Body Tech Instructor	Buchanan, Connie Division Chair for BITS	Lopez, Miguel SWTJC Instructor
Ramos, Carlos SWTJC Instructor	Ruiz, Luis CTE Counselor	Torres, Michelle Outreach Director
Verjan, Vanessa Administrative Assistant	Zamarripa, Miguel Instructor	Bueno, Othoniel Student
Gomez, Kasandra Student	Jaime, Jacob Student	

AGENDA/MINUTES:

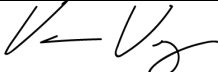
Agenda Item	Action/Discussion/ Information	Responsibility
Meeting to Order/Welcome Remarks & Introductions:	Meeting was called to order at 11:58 AM. Administration, faculty and guests (committee members) introduced themselves. Everyone was thanked for attending the meeting.	John Aviles
Appointment/Continuation of New Chairperson	Troy Jones will continue to be chairperson. Motion carried by acclamation.	Committee
SWTJC Technical Programs Advisory Committee Guidelines Review	Luis Fernandez explained the guidelines/functions of the Advisory Committee. The committee must meet at least once a year and have a quorum present. However, contact with members throughout the year via e-mail, fax or phone is strongly recommended. It is imperative that SWTJC Technical Programs are aware of what it is that employers are looking for in the graduates, as well as keeping up with new technology, program improvement suggestions, and representing the needs of students from special populations. **Guidelines were included in packet**	Luis Fernandez

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Reading & Approval of Minutes	Everyone read the minutes. Ruben Ybarra motioned to approve; Gus Hernandez seconded the motion. All in favor – Minutes were approved with no changes.	Committee
Old Business:	None.	
Continuing Business:	None.	
New Business:		
Review of Technical Programs Dashboard/Comparison of Fall 2016 to Fall 2017 Enrollment	Dashboard information: Fall 2016 First time students: 8 Fall 2016 Program enrollment: 30 Fall 2017 First time students: 9 Fall 2017 Program enrollment: 32 Fall to Spring Retention 2016-17 93% Fall to Fall Retention 2016-17 37% Mr. Aviles informed the committee that some of his non-traditional students that have a family are unable to continue their education because they need to work to provide for their family. Mr. Aviles discussed that last year the committee asked if the students have learned aluminum. Currently, the students have not yet learned but he is working on it.	John Aviles
Curriculum Decisions:	None.	
Discussion/Other:	<u>Discussion:</u> Ruben Ybarra suggested to find a way to help non-traditional students look for a part-time job, that will allow the student to continue their education and receive their associate degree. Ruben Ybarra emphasis the importance of how to take care of trim. Students need to learn trim, have the proper tools, remove the property, and follow proper procedures. John Aviles mentioned that the program was able to purchase powered air purifying respiratory. Ruben Ybarra shared that it is important for students to learn structure. In addition, he has some vehicles he can donate to help the students learn about structure. <u>Discussion Topics</u> <ul style="list-style-type: none"> SEMA convention taking place in Las Vegas. 	Ruben Ybarra
Adjournment	Motion to adjourn was made by Troy Jones; seconded by Ruben Ybarra. All in favor, meeting was adjourned at 12:36 PM.	Committee

Lunch was provided

RECORDER SIGNATURE: 	DATE: November 3, 2017	NEXT MEETING: Fall 2018, unless otherwise notified.
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