

## Medium / Heavy Diesel Advisory Council Meeting Minutes – 10/29/2015

**MEMBERS PRESENT:** Pat McGlynn, Frank Quinn, Ron Kalmbach, Jarett Guy, Katie Kostreva, Oscar Olivas, Cliff Migal, Dave Vaughn, John O'Connor and Mike McAfee

**INTRODUCTIONS:** Mr. McAfee opened the meeting with a warm welcome and each attendee gave their name and company they work for.

**ENROLLMENT:** There is currently 16 students in the year two program and 23 students in year one program.

### **NATEF STANDARDS:**

-6.1 Membership – With the ten (10) attendees, the minimum of five (5) members for attendance qualifies as noted in the NATEF Standard.

**NOTE:** Mike McAfee will work with new instructors to call on new advisory members to increase advisory membership.

-6.2 Review of Budgeting Items – Cliff Migal provided an excellent update on all campus programs. Included in the update was what the build out will look like at the Southwest and Northwest Campus.

-6.4 Review of Curriculum – It is noted that the current curriculum needs to be updated. New textbooks and workbooks will be ordered in 2017 to meet NATEF Standards.

**MINUTES:** Last Advisory Council meeting was held on February 4, 2015; minutes need to be located.

**NEW INSTRUCTORS:** Jarett Guy gave a brief summary of the two new instructors, Daniel Morales and Cameron Berryhill.

**NATEF:** Frank Quinn explained the NATEF self-evaluation process. It was also noted that the self-evaluation process could be complete by November 5, 2015.

**SKILLS USA:** It is important that West-MEC continues to provide CTSO opportunities for Medium/Heavy Diesel students. Opportunities will include Regionals and State contests. Three (3) judges are needed to assist with Regional and State contests.

**JOB SHADOWING / SUMMER INTERNSHIPS:** Mike McAfee provided a handout named Career Education map. An excellent visual and timeline for job shadowing and summer internships. A program activity checklist was also provided which gives dates to activities that need to be completed throughout the year.

**NEXT ADVISORY COUNCIL MEETING:** Thursday, January 14, 2016 at 10:00 am. The meeting will be held at the Northeast Campus: 1617 W. Williams Drive, Phoenix -85027-

**OPEN DISCUSSION:** Mike McAfee discussed the HDA Truck Pride flyer and most members were unfamiliar with this company and needed more information. Relocation of Medium/Heavy Diesel program for school year 2016-17.