

Automotive Advisory Board Meeting

April 14, 2021 6:30pm

MWCTC AUTO CLASSROOM/LAB and ZOOM

Due to Covid 19 and travel distance, meeting was held in person with several joining via ZOOM.

1. Brian Huebert called the meeting to order.
  - a. Chris Hodnefield made a motion to begin the meeting.
  - b. Sam Haberman seconded the motion.
  - c. No discussion
  - d. Motion passed unanimously.
  
2. Jill Kleeberger read the minutes from the September 22, 2020 meeting.
  - a. Mark Temple made a motion to accept the minutes as read.
  - b. Dan Hodnefield seconded the motion.
  - c. No discussion
  - d. Motion passed unanimously.
  
3. There was no old business to discuss.
  
4. Introductions were made:

Members present:

Name	
Brian Huebert (chairman)	PRESENT
Jill Kleeberger (secretary)	PRESENT
Dan Hodnefield	PRESENT
Chris Hodnefield	PRESENT
Sam Haberman	PRESENT
Joel Higley	ABSENT
Jason Bohl	PRESENT VIA ZOOM
Mark Temple	PRESENT
Taylor Morgan	PRESENT
Instructor:	
Doug Kleeberger	PRESENT

Guests present:

<i>Name</i>	
Judy Tebben	MNWCTC Dean of Technical Education (via ZOOM)
Tim Matters	MNWCTC auto dept. graduate
Toney Saengsayadeth	MNWCTC auto dept. graduate, Ford dealer technician
Justin Tostenson	MNWEST auto dept. graduate, Tech Ed teacher in South Dakota (via ZOOM)

Dennis Miller	ASE regional representative (via ZOOM), helps link industry partners with qualified technicians, assists schools with ASE certification
Chris Hatfield	Director Minnesota State Transportation Center of Excellence (via ZOOM)

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5. Chris Hatfield explained NC3 (National Coalition of Certification Centers). It is a group that mainly community and technical colleges join in collaboration with sponsoring industry partners to create training and certifications that deal with specific job skills, professionalism, and curriculum development. Snap-On is a major sponsor. The Transportation Center received a one year grant in 2016 for all schools. Currently only 2-3 schools in Minnesota are certified and receiving some benefit from NC3. There are two levels. One is to become a certification center. There is no membership cost, and schools have access to instructor training and student certification. This is a pay-as-you-go level. The Leadership level provides marketing, discounts on kits and training. The cost is \$5,000 per year. No school in Minnesota is certified at this level.
  - a. Through the grant Minnesota West received the torque, Snap-On Versus scan tool, and electrical meter sets. The trainings go into great depth, covering the scientific aspects of the tools and their usage. Chris stated that some employers view these certifications as valid, and others don't find them necessary. He also stated that there are never free updates to the scan tools, but at the leadership level a discount would be given. Mark Temple had attended and been certified with these tools. Mark also commented that recertification classes/tests need to be taken every 3 years.
  - b. Christ Hatfield left the meeting after his presentation.
  
6. Brian Huebert made a motion to invite Justin Tostenson, Tim Matters, and Toney Saengsayadeth to become members of the advisory board.
  - a. Taylor Morgan seconded the motion.
  - b. No Discussion
  - c. Motion passed unanimously.
  - d. All three accepted the invitation.
  
7. Brian Huebert asked Doug Kleeberger to discuss upcoming academic assessments.
  - a. Doug Kleeberger explained that the college would be giving students the ASE entry level tests this year instead of NOCTI. Dennis Miller explained that these tests focus on fundamental concepts. Dennis stated the tests should not be used to pass or fail students. They should be used to help the college develop curriculum with the goal of getting students job ready
  - b. Doug Kleeberger informed the board that as part of the Air Conditioning class, he would be giving his students an ASE refrigerant recovery and recycling certification test for R1234yf.
  
8. Brian Huebert asked Doug Kleeberger about the use of Electude.
  - a. Doug Kleeberger explained that Electude is essentially a digital on-line textbook. It had been used extensively when classes had to meet remotely during COVID shut downs. With classes meeting in person, it is not used very much, nor is it liked by students.

- b. Doug Kleeberger said he planned to discontinue using Electude in the Fall of 2021. This would save the students a lot of money as they would not need to purchase the electronic textbook or a personal computer. Doug recommended that the board voice their opinion about Electronic Learning as it is an ASE standard
    - i. Brian Heubert said that he was opposed to students trying to learn electronically, because the skills are all learned by doing something. Other board members voiced agreement. Brian Heubert made a motion that the board be against electronic learning unless needed by another outbreak of COVID.
    - ii. Dan Hodnefield seconded the motion.
    - iii. There was no further discussion.
    - iv. The motion carried unanimously.
9. Brian Huebert asked Doug Kleeberger about student required tools.
- a. A proposed tool list for 2021/22 was handed out. Doug Kleeberger explained that a few changes had been made based on the ASE required tool list and the college's shift from a 2 year to a 1-year program.
  - b. Due to space issues, Doug Kleeberger recommended that a limit of 48 inches should be placed on the size of tool boxes students could bring in. Dennis Miller said other schools also limit the box size. Judy Tebben commented that box size could be an equity issue and was in favor of limitation. Tim Matters brought in a "runner box" that is capable of holding all the required tools. Members generally agreed that a smaller box would be sufficient for a starting technician.
  - c. Brian Huebert said it looked like a good starter tool list.
  - d. Sam Haberman said blue jeans/canvas pants should be required with no shorts allowed. Judy Tebben stated that the policy should be similar to the clothing that one would wear on the job. Doug Kleeberger, Taylor Morgan and Brian Huebert stated that they had been employed by dealerships which allowed shorts to be worn. Doug Kleeberger ensured the board that when the torch/welder are used, students are wearing proper clothing.
  - e. Toney Saengsayadeth suggested adding a temperature gun to the tool list.
  - f. Dan Hodnefield wondered about adding 3/8 medium length sockets. Doug Kleeberger said that ASE required short and long sockets.
  - g. Dan Hodnefield asked why the clamp-on meter needed to be Snap-On. Doug Kleeberger explained his rationale – that it works best when teaching for all students to have an identical tool.
  - h. Doug Kleeberger requested feedback for requiring the students to have a scanner with a data list. Information regarding a potential scan tool was handed out. For ease of teaching, Doug Kleeberger would like all students to have identical scanners. The general consensus was to include a scan tool with data reader on the tool list. No one had recommendations for a specific scanner.

- i. With no further discussion regarding the tool list, Sam Haberman made a motion to add a Snap-On clamp-on meter, temperature gun and scan tool to the required tool list.
    - 1). Justin Tostenson seconded the motion.
    - 2). No discussion
    - 3). Motion passed unanimously.
10. Dennis Miller explained the process for ASE recertification, and he gave examples of how ASE can support automotive programs. According to his paperwork, MWCTC current accreditation expires June 1,2022. Paperwork for recertification and a request for an onsite evaluation needs to be submitted no later than 60 days before the expiration date. A team of a least four advisory board members needs to review the required aspects of the automotive program, and rate the program.
11. Dan Hodnefield made a motion that Sam Haberman, Brian Huebert, Mark Temple and Jill Kleeberger complete the paperwork required for ASE recertification.
  - a. Sam Haberman seconded the motion.
  - b. No discussion
  - c. Motion passed unanimously.
12. Sam Haberman made a motion to table any discussion of becoming NC3 certified.
  - a. Brian Huebert seconded the motion.
  - b. No discussion
  - c. Motion passed unanimously.
13. Brian Huebert and Sam Haberman performed a lab 'Walk Through' before this meeting. The walk through included looking at the building, tools and equipment. Nothing seemed out of place, no further action was recommended to the board.
14. With no further items to discuss, Taylor made a motion to adjourn.
  - a. Mark seconded the motion.
  - b. No discussion
  - c. Motion passed unanimously.
15. Meeting adjourned.

Respectfully submitted. Jill Kleeberger, Secretary