MINUTES
Industry Advisory Board Meeting
Minnesota Partnership for a Sustainable Energy Economy

February 5th, 2009
St. Cloud Technical College
Room 1-452
12:00 – 2:00 pm

Attending in person were: Chris Zimmerman and Candace Bowman, Xcel Energy; Alison Deelstra, Minnesota Rural Electric Association; Jan Doebbert, Chad Couaette, David Hoffa, Alexandria Technical College; Duane Carrow, MN West CTC, Mark Felsheim and Dick Charest, Century College, Bruce Peterson, St. Cloud Technical College, Doug Laven and Suzanne Nordblom, South Century College, Gail O'Kane, Office of the Chancellor, Shannon Fiene, Grant Coordinator
Attending via WebEx: Barbara McDonald, NHED

12:00 – 12:20pm

1. Introductions (Gail O'Kane, Office of the Chancellor)
    - Introductions were made
    - Discussion was made that industry representatives would have to take the curriculum back to their organizations for additional input
    - Discussion was made over how curriculum could be tied into the internship program to potentially shorten the program or facilitate training – Most of this is dependent on restructuring of the internship program

2. Grant Background (Gail O'Kane)
    - Attendees were familiar with the grant and the details

12:20 – 1:15 pm

3. A.A.S. in Energy Technology Curriculum Presentation (Jan Doebbert and David Hoffa, Alexandria Technical College)
    - David Hoffa presented the handouts (Technical Requirements, Proposed Curriculum, Proposed "Core" Curriculum)
    - Presented and discussed each of the 11 core classes

4. Discussion and modification of A.A.S. Curriculum by Industry (Jan Doebbert, Facilitator)
    - Industry commented that core courses look good and are on the right track

- Industry cannot determine if they are adequate until a gap analysis is applied
- Overall industry thought that the needs were being met and classes were on track
- Concerns expressed by the industry were
  1. Need for lab components- this is CRITICAL
  2. Will the students be ahead of the classes and be trying to complete a degree without all the courses being offered
  3. How courses will be available online
- Industry offered potential support in the following ways:
  1. Help developing and/or building labs
  2. Utilization of old equipment for training
  3. Financial needs
  4. Internships, interviews, and scholarships

1:15 – 1:30 pm

5. Background and Update on Renewable Energy Certificates (Duane Carrow, MN West CTC)
   - Duane passed out the flowcharts and proposed course outcomes for the Renewable Energy Certificates
   - Gail emphasized the goal of using Renewable Energy to "get students in the door" and then exposing them to the opportunities available in traditional energy fields.

1:30 – 1:45 pm

6. Background and Update on K-12 Outreach Project (Barbara McDonald, Itasca CTC- NE Higher Education District)
   - Barbara updated the group on the modules
   - NHEC is working on the modules because of their engineering programs and they currently have 3 faculty working on the modules
   - They are exploring what is out there and what is available
   - They are determining high schools to work with and advisory committee
   - Offer first modules end of Spring

1:45 – 2:00 pm

7. Wrap-up (Gail O'Kane)
   - Group decided to proceed with approval process of the current curriculum

   ACTION ITEM: XXXX will follow up with industry for further suggestions.