

**Minnesota West Community & Technical College**  
**Biofuels Technology Advisory Committee Meeting Minutes**  
**Thursday, April 18, 2013**  
**10:00 - 11:30 AM**  
**Granite Falls Campus**

**Introductions**

**Phoning In:**

Jeff Knutson, Marquis Energy  
Brandon Soine, Denco II  
Mike Vantland, Carbon Green Bio Energy

**Present:**

Doug Erickson, Southern Minnesota Beet Sugar Association  
Chuck Neece, Farmers Union Marketing Association  
Duane Carrow, Director of Energy Center  
Rose Patzer, Minnesota West Biofuels Instructor  
Mary Enestvedt, Minnesota West Resource Specialist, meeting recorder

Rose Patzer reviewed the agenda and indicated which items were action items.

The programs were reviewed. The courses for the Biofuels Technology A.A.S., Energy Technology A.A.S., Ethanol Certificate, and Biodiesel Certificate have not changed since last year. The A.A.S. program requirements cannot exceed 60 credits. Currently, there is not a maximum allowable credit limit on the Certificate Programs.

Course enrollment trends from 2005 - 2013 were reviewed. Although enrollment is slightly down from last year, 750 credits were sold - equivalent to 25 full-time students. Credits sold for supporting/required program courses such as hydraulics, AC/DC, and liberal arts are not included in the number of credits sold.

Currently the Biofuels Program is only offered by Minnesota West. The Energy Technical Specialist (ETS) Program is offered by 11 Technical Colleges across the state. Students can choose specific areas in which to specialize.

The ETS Program has complete online capability from Minnesota West with concentration areas of ethanol or biodiesel. Students who choose the wind energy concentration area have at least two courses to complete on the Canby Campus. All the credits are transferable within our partnering colleges for this program.

For the Biofuels Program, approximately half of the classes are on campus. The data for this program from the enrollment trends shows no enrollment for the past two years.

In May 2013, MN West will have approximately 20 students graduating in the Certificate Programs and two students graduating in the ETS Program.

A handout for the Program Learning Outcomes for the Energy Technical Specialist, A.A.S. program was reviewed.

Discussion regarding the tradeoff of courses between the Biofuels and the ETS programs occurred. Chuck Neece pointed out the differences between the two program requirements. Duane Carrow indicated that the ETS program was more focused on the mechanical side of production and the Biofuels program included more of the science-related courses.

Rose Patzer reported that these following three online classes will be retired pending the closure of the Biofuels Technology A.A.S. Program:

RNEW 1130 Pollution Control Fundamental (unless included in the potential diploma program)

RNEW1110 Boiler Systems

RNEW 1105 Intro to OSHA

Jeff Knutson suggested that we bring the classes up a level to cover certain topics including Boiler and Waste Water classes. He indicated that it is good to make changes to programs if what we have going now is not working.

Discussion occurred regarding the creation of a Diploma Program that may include the Pollution Control course and the three courses that require MN West's ethanol production simulator and the Amatrol trainers. Rose Patzer proposed to do more development on the diploma track proposal and present it again in the Fall to the Advisory Committee.

Closing the Biofuels Technology AAS program would take place in May of 2014.

Jeff Knutson stated that the ETS Program lays a good foundation for students to start their career out.

Doug Erickson asked if the Biofuels Technology program has ever been restructured or given a different name over the years. Rose Patzer said that the program has recently gone from 64 to 60 credits, resulting in changes to the program requirements.

After no further discussion, a motion was made by Chuck Neece to close the Biofuels Technology A.A.S. program at the end of May 2014.

Discussion

All in Favor

Opposed - 0

Motion Passed

Rose Patzer proposed a new class for the Fall 2013 semester for the ETS Degree: RNEW1107 Industrial Safety (2 credits, on-line delivery). This course will focus on hazards in the work place – recognizing them, identifying them, and realizing their effects. In addition, the course material will cover engineering and administrative controls as they relate to workplace safety.

This RNEW 1107 course will replace the current program requirements for safety which includes the 1-credit OSHA course plus the 1-credit AHA CPR course.

After May, 2014 Rose Patzer proposed that the Ethanol and Biodiesel Certificate Programs be increased to 18 credits by replacing the current 1-credit OSHA course with the new 2-credit Industrial Safety course. After May 2014, the 1-credit OSHA course will be retired.

Chuck Neece made a motion to introduce the Industrial Safety class to start in the Fall, 2013.

Discussion

All in Favor

Opposed - 0

Motion Passed

Duane Carrow informed the committee about a \$50,000 grant that has been received. The focus will be to develop energy-related curriculum for high school students that upon successful completion, will transfer into the ETS program. He is working with high school instructors on this and will start in the Fall of 2014.

In early April, Duane and members of the Minnesota Energy Center submitted a research proposal grant application that focused on power generation. If this is awarded, there may be potential for renewable energy programs to become involved starting in January, 2014.

The meeting was adjourned at 11:30.

Respectfully submitted by Mary Enestvedt