

Automotive Advisory Board Meeting  
November 17, 2015  
Minnesota West Room R105

1. Members present: Staci Warmka, Brian Huebert, Dan Hodenfield, Lucky Moo (current second year student) and instructors Mark Temple and Doug Kleeberger.
2. Members not present: Joel Higley, Dave Cushman, Chris Hodenfield, and Terri Deneui
3. Table talk:
  - a. Doug Kleeberger introduced Lucky Moo. Lucky worked in Worthington's Walmart Tire and Lube for two years. Currently, Lucky is working for Quality Auto Body and selectively working independently.
  - b. Dan Hodenfield was wondered about the technicality of having four members absent at an advisory board meeting.
  - c. Doug Kleeberger suggested that the meeting should continue as scheduled, allowing absent members to be involved in-absentia. Through this, absent members could receive the minutes of the meeting through email, and phone conversations could substitute face to face interaction should the topics and subject matter need further discussion.
  - d. Mark Temple agreed with Doug Kleeberger, and reassured everyone that each absent member had consistently supported the automotive program and that each would most likely stay actively involved. He further said that although, Joel Higley was quite busy with the dealership, Joel was willing to be included and involved with the advisory board.
  - e. Dan Hodenfield said that Chris Hodenfield had to work, but that he would personally bring Chris up to speed with the details of this meeting.
  - f. Mark Temple also suggested that Dave Cushman was probably absent because he had to attend a family member's sporting event, and that Terri Deneui was probably working late on a customer's Ford truck.
4. Meeting called to order by Dan Hodenfield (board chairman.)
5. New business:
  - a. Brian Huebert made a motion to continue the meeting as planned, including absent members through email and phone contact as needed.
    - Discussion opportunity: members discussed who would be the person to pass the information along to the absent members. Members felt the Staci Warmka (board secretary) could make sure that the information was forwarded to the absent members. Doug Kleeberger also volunteered to make sure the minutes were emailed accordingly.
  - b. Dan Hodenfield seconded the motion, including that Staci or Doug make sure the absent members receive the minutes.
    - Motion carried unanimously.
6. Old minutes read by Staci Warmka.
  - a. Motion made by Brian Huebert to accept the old minutes as read by Staci.
    - Discussion opportunity: no discussion
  - b. Motion seconded by Dan Hodenfield to accept the old minutes as read by Staci.
    - Motion carried unanimously.

7. New business:
- a. NATEF recertification is tentatively scheduled for this coming semester. This will be an on-site evaluation of the entire program, such as: curriculum, program format, and shop tools. The plan is have this re-cert done before the spring break (March 7-12.)
    - Discussion arose as to the role that the advisory board would play in this recertification.
    - Mark Temple said that the board members would meet again next semester and look through the paperwork as previously done five years ago.
    - Board member voiced their willingness to help, and encouragement to the instructors.
    - No action needed or taken.
  - b. Equipment purchased for NATEF inspection included a 134a AC Machine and engine removal tool (cherry picker.)
    - No action needed or taken.
  - c. Worthington PSEO is doing fairly well, but enrollment is only 21 with the two combined sections.
    - No action needed or taken.
  - d. On the Jackson campus, there are sixteen students enrolled in first year, and ten in the second year.
    - No action needed or taken.
  - e. Advisory board member conversation with Lucky Moo:
    - Board members explained to Lucky what the advisory board's goal is:
      1. Board members hope to make real world suggestions to the instructors about real world problems and demands on present auto mechanics.
      2. Make observations on the overall thrust of the program.
      3. Check for student and instructor safety.
      4. Provide feedback to the instructors about textbooks, tools, and such.
    - Opportunity was given to Lucky to ask questions, and he had no questions.
    - Dan Hodenfield asked Lucky if he wanted to be a member. Lucky said yes.
  - f. Motion was made by Brian Huebert to accept Lucky Moo as a new member.
    - Discussion opportunity: no discussion
  - g. Staci Warmka seconded the motion to accept Luck Moo as a new member.
    - Motion passed unanimously.
  - h. Motion was made by Dan Hodenfield to adjourn.
    - Discussion opportunity, no discussion.
  - i. Motion was seconded by Brian Huebert, to adjourn meeting.
    - Motion Carried unanimously.

Submitted by Staci Warmka, Secretary