

## Minutes

### Industrial Maintenance Advisory Committee Meeting

February 11, 2004

The Industrial Maintenance Advisory Committee met on **Wednesday, February 11, 2004** at 3:00 p.m. in room B-12. Mr. Mike Brumbach, Advisory Board Chairman, conducted the meeting. Members attending the meeting were: Mr. Mike Brumbach: Industrial Maintenance Department Manager, Mr. Terry Burnett: A former Student, Mr. Perry Troutman: Packaging Supervisor with Leiner Health Products, Mr. Hezekiah Barnett: Industrial Maintenance Department Welding Instructor, Mr. Ed Moore: Industrial Maintenance Department Mechanics Instructor, Mr. Jason Kefover: Industrial Maintenance Department Electricity/Electronics Instructor, Mr. J.C. Clade: Industrial Maintenance Department Electricity/Electronics Instructor, Mr. Al Streeter: RHSS Industrial Trades Instructor.

Mr. Brumbach distributed the meeting agenda and the meeting began with a brief review of the **last meeting's minutes (June 17, 2003)**:

#### Old Business

The Turner Foundation grant monies are on hold until approximately March 2004.

The state of the new welding booths, general lighting, and air conditioning in the welding facilities were discussed. Mr. Barnett and Mr. Troutman expressed an interest in touring the newly refurbished welding facility after the meeting.

The new degree developed in the Industrial Maintenance Department, which is, Associates in Industrial Technology with a major in Industrial Maintenance, has completed the approval process at York Technical College and is now in the State Capital awaiting final approval. The degree may be available by the Fall Semester in 2005. As a result of the eventual availability of the new degree, it may become possible for students to acquire two degrees within the IET (Industrial Engineering and Technology) Department: a General Technology degree and the Industrial Maintenance degree.

There was no other old business to discuss, and the discussion moved on to new business.

#### New Business

Mr. Hezekiah Barnett outlined the upcoming statewide welding competition, which will be held on York Technical College Campus on April 16, 2004. Eligible contestants must be enrolled in a welding program in any of the South Carolina Technical colleges and have never drawn welder's pay.

The York Technical college marketing Department is in the process of creating a brochure to advertise the competition.

Discussion moved on to the alternative delivery format for the welding program. Mr. Barnett is in the initial stage of creating an alternative delivery/hybrid class. The first class available in an alternative delivery format in the welding program will be either EGT114 (Welding Print Basics) or EGT117 (Welding Print Principals).

The most recent request from the Development Office for ideas on applications of available grant money generated the following list: Iron Worker (punch, bender, shear, former, notcher), Rod Oven, Millermatic 219 Mig Welder, Side Grinders, and an automatic door opener for the welding shop roll-up door.

This is a \$10,000 dollar grant from the Turner Foundation. Application was made in December 2003. The individual in charge of approving the grant request is having some health problems and dispensation of the grant monies is on hold.

Mr. Brumbach opened a discussion of the enrollment numbers in the welding program. All indications are that enrollment in the program is increasing. Daytime attendance is at about 31 students and night classes account for about 30 students. There is also a special class running for Bowater employees. There are currently 15 students in this class.

The discussion moved on the Industrial Maintenance Program.

Mr. Ed Moore is in the initial stage of creating an alternative delivery/hybrid class. The first class available in an alternative delivery format in the industrial maintenance Program will be either EGT123 (Industrial print Reading) or IMT112 (Hand Tool Operations).

It was noted in the meeting that IMT102 (Industrial Safety), which is a class in the industrial maintenance program, is already available as an alternative delivery self-paced class.

Mr. Moore and several of his students completed the mechanical installation of a welding robot that was donated to York Technical College by Triple G Swap Shop. The electrical installation will be completed either by the Industrial Electricity Department or the Industrial Maintenance Department.

Mr. Moore and his students continue to provide repair services to all the departments on campus.

Mr. Brumbach opened a discussion of the enrollment numbers in the industrial maintenance program. All indications are that enrollment in the program is increasing. Daytime attendance is at about 64 students and night classes account for about 10 students.

Mr. Moore is currently working on a video series with Delmar Publishing. This is a video series on pipefitting.

The discussion moved on the Industrial Electricity/Electronics Program.

There are two active alternative delivery/hybrid classes in the industrial electricity program: EEM215 (AC/DC Machines) and EEM145 (Motor Controls).

EEM215 is complete and is being tested with two students this semester (Spring 2004). Content work on EEM 145 is complete and it is now being formatted to match the look of EEM215.

Mr. J.C. Clade presented parts of EEM215 to the group.

Mr. Jason Kefover presented parts of EEM145 to the group.

Both classes will be Web-based and available for students to take off campus. Labs and tests will still be completed on campus.

The group held a discussion on the complexities of alternative delivery in programs that require a good deal of hands-on classroom work. One of the major issues arising in the conversation was the logistics of testing and lab-time when there are many students taking a hybrid class – all with different schedules. The question of logistics of running both traditional and hybrid or alternative delivery classes during the same semester was also discussed.

The group arrived at several possible solutions to ameliorate the programs so as to accommodate both traditional and alternative delivery formats simultaneously. A powerful tool in this process is Web CT.

Mr. Clade gave a demonstration of the Web CT tools he is currently using to aid in the conduction of his test run of the alternative delivery EEM215 class.

Mr. Brumbach informed the committee of an arrangement with Georgia-Pacific, which will allow Mr. Clade to complete a Return-To-Industry Professional Development Activity during the summer semester.

Mr. Brumbach opened a discussion of the enrollment numbers in the industrial electricity/electronics program. All indications are that enrollment in the program is increasing. Daytime attendance is at about 65 students and night classes account for about 55 students.

Mr. Brumbach also mentioned that Ms. Stephanie Faille, an Industrial Electricity/Electronics student had completed her Work Based Learning (Co-op) assignment with AST in Rock Hill.

Submitted by,

Jason Kefover.

## APPENDIX G

### Standards for Advisory Committee Effectiveness

Each credit degree program/cluster designed for immediate employment of graduates must have an active advisory committee. The following are annual expectations for these program advisory committees. The department manager must maintain documentation of the completion of each standard. In January of each year, department managers will report the previous year's accomplishments to the Office of Planning and IE for inclusion in the Performance Funding report and scoring.

Please complete the following checklist:

<b>“Must” conditions:</b>	Yes	No
Does the credit degree program/cluster designed for immediate employment of graduates have an advisory committee?	X	
Does the college have an Advisory Council Manual that includes purpose and procedures for operation of advisory committees and the duties and responsibilities of its members?	X	
<b>Standards</b>	Yes	No
1. Did the advisory committee meet at least two times this year (excluding virtual meetings and polling)? If not, indicate how many times the advisory committee met. <u>(1) Once</u>	See items in red	
2. Did the advisory committee provide input to help in reviewing and revising programs for currency with business and industry processes as appropriate?	See items in Green	
3. Did the advisory committee review and make recommendations on the utilization/integration of current technology and equipment in existing programs?	See Items in Plum	
4. Did the advisory committee assist in providing professional development opportunities, field placements, and/or cooperative work experiences for students and/or faculty within their company?	See items in Pink	
5. Did the advisory committee provide assistance with student recruitment, student job placement and, if appropriate, faculty recruitment?	See items in Blue	
6. Did the advisory committee complete a self-evaluation of the effectiveness of the advisory committee in its defined role to the institution?	X	
7. Were advisory committee outcomes and recommendations documented in minutes?	X	