

## MINUTES

### Industrial Maintenance Advisory Committee Meeting

June 17, 2003

The Industrial Maintenance Advisory Committee assembled for a meeting on **Tuesday, June 17, 2003**, at 3:00 PM in Room B-12, located in building B at York Technical College; Rock Hill, S.C. Members attending the meeting were Mr. Mike Brumbach, York Technical College Industrial Maintenance Department Manger; Mr. Ed Moore, York Technical College Industrial Mechanics Instructor; and Mr. Terry Burnett, Mack Truck Inc (retired). Not attending were Mr. Hez Barnette, York Technical College Welding Instructor; Mr. JC Clade, York Technical College Industrial Electricity/Electronics Instructor, Mr. Jason Kefover, York Technical College Industrial Electricity/Electronics Instructor, Mr. Glenn Edwards, Duracell Incorporated; Mr. Lee Sneed, Weyerhauser Inc.; Mr. Alan Streeter, Springs Industries; and Mr. Perry Troutman, Leiner Healthcare Products.

After waiting for other members to show up, Mr. Brumbach called the meeting to order at 3:15 PM. Due to the low attendance at this meeting, Mr. Brumbach conducted a brief review of the **last meeting's minutes (January 22, 2003)**.

#### Old Business

- With respect to the suggestion by Mr. Clade at the meeting of January 22, 2003, Mr. Brumbach reported that the minutes for the Industrial Maintenance Department Advisory Committee have been posted on the Industrial Maintenance Department web page. The link to the minutes is <http://academic.yorktech.com/department/industmain/advmin.htm>
- Welding Program
  - With respect to the status of additional grant monies from the Turner Foundation, as discussed at the meeting of January 22, 2003, Mr. Brumbach reported that further solicitation of grant money from the Turner Foundation is on hold. Due to the current

economy, the Turner Foundation does not have funds available at this time. Solicitation will be made when funds become available.

- With respect to the status of the new welding booths, as discussed at the meeting of January 22, 2003, Mr. Brumbach reported that steel has been delivered and fabrication has begun on the new welding booths. Six additional booths will be fabricated for the Kershaw Campus as well.
- Industrial Maintenance
  - With respect to the computer upgrades for the Industrial Maintenance classroom, as discussed at the meeting of January 22, 2003, Mr. Brumbach reported that the computers in the classroom have been upgraded. In addition, a multimedia cart has been created for usage in the Industrial Maintenance classroom (G-2).
- Industrial Electricity/Electronics
  - With respect to the change in layout of the PLC courses, as discussed at the meeting of January 22, 2003, Mr. Brumbach reported that the EEM students who began in the 2002FA semester are the first group of students to proceed through the new structure of the PLC classes. (EEM 251 is now 100% GE 90-30 PLCs, EEM 252 is now 100% A-B SLC-500 PLCs using RSLogix 500 software, and CIM 241 is now 100% Siemens S7-200 PLCs using Simatic Step 7 MicoWin 32 software.) Indications are that this is an improvement over past practices and has been met favorably by both the instructor and the students.
  - With respect to the change in layout of the PLC courses, as discussed at the meeting of January 22, 2003, Mr. Brumbach reported that the EEM students who began in the 2003SP semester are the first group of students to use the VersaPro software for programming the GE 90-30 PLCs. This has been a very easy transition to make and has been favorably received by both the instructor and the students.
  - With respect to the new Associate in Industrial Maintenance Degree, as discussed at the meeting of January 22, 2003, Mr. Brumbach reported that the proposed new AS Degree

in Industrial Maintenance has been revised to a total of 68 credit hours and submitted to the Division Dean for submission for approval.

- Mr. Brumbach reported that effective 2003FA, the General Technology Degree will require 68 credit hours for completion (not 76 or so hours as is now the situation). The reduction occurs in the area of electives.

### New Business

- With respect to the comments by Mr. Troutman referring to job placement opportunities, as discussed at the meeting of January 22, 2003, Mr. Brumbach demonstrated how the Job Placement Office Job listings on the York Technical College website may be accessed.
- Mr. Kefover has been awarded a Professional Development Grant for a return to industry for two weeks this summer. Mr. Kefover has made arrangements with our committee representative, Mr. Lee Sneed of Weyerhaeuser Inc. to allow him to conduct his return to industry activity at their facility.
- An infrared thermometer has been purchased to allow the teaching of temperature measurement.
- Siemens Energy and Automation, Inc. has donated six new S7-200 PLCs and software for the Kershaw campus.
- Cimtec, the GE distributor has provided six new 90-30 PLCs and software at special reduced pricing for the Kershaw campus.
- McNaughton-McKay, the Allen-Bradley distributor has provided six new SLC-500 PLCs and software at special reduced pricing for the Kershaw campus.
- As a result of the dismal turnout, no other new business was discussed.

The committee members present performed a self-evaluation of its effectiveness during this meeting:

# Industrial Maintenance Advisory Committee Self-Evaluation Form June 17, 2003

We want to be the best we can be.

Please take a moment to answer a few questions concerning the Advisory Committee.

Did we allow you to express your concerns or suggestions about the following?

Curriculum  Yes  No

Students  Yes  No

Equipment/ Material Supplies  Yes  No

Personnel  Yes  No

Community Partnership  Yes  No

Did constructive ideas flow from discussion?  Yes  No

Do you feel this meeting was constructive?  Yes  No

Comments?

Steps need to be taken to either increase participation of existing members or to recruit new members who will actively participate.

The next meeting of the Industrial Maintenance Advisory Committee will be scheduled sometime in the fall of 2003. In the meantime, the participation of members will be evaluated and investigated. All committee members are encouraged to provide suggestions to increase participation and involvement. If the demands of serving on this committee are too great, the committee member should communicate this to Mr. Brumbach, in order that a replacement member may be found.

Respectfully submitted,

Michael E. Brumbach

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## 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>(2) Twice</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	

