



Automotive Advisory Committee Meeting

Friday, March 19, 2021

9:30am – 11:00am via WebEx

ATTENDEES:

- | | |
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| <input checked="" type="checkbox"/> Tammy Burke, Trades Division Chair | <input checked="" type="checkbox"/> Mark Lillrose, Montana Department of Labor |
| <input type="checkbox"/> Erick Anderson, Placer Subaru | <input checked="" type="checkbox"/> Scott Lynch, Helena Motors |
| <input type="checkbox"/> Al Chaffee, Al Chaffee Tires-Cars Trucks | <input type="checkbox"/> Horald Mitton, Lithia Chevrolet |
| <input type="checkbox"/> Eric Croft, Capital High School | <input type="checkbox"/> Howard Reed, Lithia Dodge |
| <input type="checkbox"/> Don Cunningham, DJ's Automotive | <input type="checkbox"/> Ronnie Robertson, Helena High School |
| <input type="checkbox"/> Jill Graden, Ressler Motors Bozeman | <input checked="" type="checkbox"/> Glen Rubottom, Snap-On |
| <input type="checkbox"/> Todd Harding, Capital City Transmission | <input checked="" type="checkbox"/> Nick Fox, Point S Tire and Auto |
| <input type="checkbox"/> Ken Iwen, Iwen Automotive | <input type="checkbox"/> Larry Lavigne, Lavigne Autocare Center |
| <input checked="" type="checkbox"/> John Johnson, Placer Motors | <input type="checkbox"/> Sandra Bauman, Acting Dean |
| <input checked="" type="checkbox"/> Kit Johnson, J4 Automotive | <input checked="" type="checkbox"/> Bridget Guerin, Administrative Associate |
| <input type="checkbox"/> Bruce Knudsen, MT Auto Dealers Assoc. | <input checked="" type="checkbox"/> Dave Jones, Auto Mechanics Instructor |
| <input type="checkbox"/> Heather Domme, MT Auto Dealers Assoc. | <input checked="" type="checkbox"/> Jerry Stewart, Auto Mechanics Instructor |
| <input type="checkbox"/> Frank Kolar, Kolar Tire | <input type="checkbox"/> Ryan Loomis, Dir Comm Engagement & Workforce |
| <input checked="" type="checkbox"/> Tom LeTellier, Montana Dept of Labor | <input checked="" type="checkbox"/> Shelby Zander, Career Connections Coordinator |

1. Apprenticeship Program

a. Openings for Student Employment

- i. Next fall we will use the first 5 week block to set up interviews between the students & businesses. Tammy will make appointments with the businesses & assign two students at a time to visit with them.
- ii. The first 5 week block will be for the students to acquire knowledge with vehicle inspections before heading out into the workforce.
- iii. 1st year students will work in the mornings and attend classes in the afternoon vs the 2nd year students will attend classes in the morning and work in the afternoon.

1. Shelby will be contacting our business partners in the fall to see if you want both a 1st and 2nd year student each day or just one student per semester (AM or PM options).
 2. Each business/student will have a trial 2 week period with an evaluation at the end of that time span; they will then have the option to move.
- b. Student Progress Within the Businesses
 - c. Areas Students Need Improvement
 - i. Jerry would like to visit each of the businesses next fall to watch our students and see how they relate to their job; this would benefit HC by seeing how we can help the students be better prepared at the shop.
 - ii. Should HC include OSHA 10 training for Auto Students? Majority of business partners said they do their own safety training at the shop.
 - d. Additional Student Tools Needed at the Shops
 - i. Business partners agree that they have the needed tools.
 - e. Student Organization Skills
 - i. Jerry would like to visit the shops to see how they are organized vs how HC teaches our students to be organized. He would like to see how the shops are set up.
 - f. Student Work Ethic – timely, stay busy, cell phone
 - i. Shelby will do more “brown bag events” in the Fall Semester to help the students with resume’, interviews, work ethics, etc.
2. Curriculum Changes
 - a. One Year Certificate
 - i. Certificate of Applied Science was approved by the Board of Regents; would include parts, tires, lubes, service writer.
 1. It would be nice to implement teaching about Parts Service – educate on how to find parts, place orders, etc. for those students who may not be ready for the mechanics side of the automotive mechanics business.
 - ii. First Year: Electrical 1, Break, Steering & Suspension, Engine Repair, and Manual Drive Trains.
 1. Good foundation to start working.
 - b. Electrical One and Brakes & Suspension
3. Open Discussion
 - a. HC should invite Parts Guys to our Advisory Meetings; they would be helpful for the students who get the CAS as another option besides working as a mechanic.
 - b. Nick Fox offered wheel assemblies; Jerry is going to set up a time to get them.
 - i. HC is still in need of brake rotor drums, tires, and wheels.

- c. Jerry is going to teach a Hybrid Course for hybrid and electric cars that will run through Continuing Education and offer a certificate.
 - i. HC received a \$164k grant and we have made many purchases.
 - 1. Toyota 3rd Gen Prius, a Toyota 2nd Gen Prius, Nissan Leaf, and a Honda Insight
 - 2. Trans axles
 - 3. Electronic equipment
 - 4. Megohmmeter – mega ohm meter
 - 5. AT33 electric tester
 - ii. 3 options for classes
 - 1. 1 week summit for out-of-towners.
 - 2. 2 week course for locals that will be in the evenings.
 - 3. Online version that will have videos, interaction, HC Moodle that will include modules – this course will be very detailed.