



HiTECC – MINUTES
Friday, January 12th, 2024, 8:30AM
Joan Stout Hall Room 112

Members Present: Ken Dent, Dustin Deschamps, Alex Bassett, Tom Gilstrap, Zachary Thomas, Corey Pierce, Abby Bacon

Members Absent: Jeremy Sween, Sam Bergland, Ron King

Clark College: Dannie Nordsiden, Mike Godson, Theo Koupelis, Elizabeth Flores, Bob Maloney, Brian Tracy, Tiffany Saari,

The meeting began at 8:31 AM.

MINUTES OF THE PREVIOUS MEETING

The minutes from October 6th, 2023, were approved as amended.

NEXT MEETING DATE

The committee will meet on May 9th, 2024, at 9:00 AM.

DEPARTMENT UPDATES

The committee reviewed the current bylaws. Abby motioned to amend the bylaws for review at the next meeting, and the committee approved the motion to review at the next meeting.

Abby motioned to elect Corey as vice chair. The committee motioned to approve.

Dannie shared that a total of sixteen first-year students were in the program.

Dannie shared Hernan's recruitment updates. (use PowerPoint)

Dannie noted that classes are filling up for next year, and students are completing their math requirements before starting the program.

Tom suggested that Hernan frequently visit Cascadia for recruitment and outreach.

Dannie has expressed a need for more laboratory technicians.

Brian suggested that he and Bob review their current support staff to determine if more staff is needed to accommodate the number of students they oversee.

Dannie will provide Theo with the retention plan. Dannie noted that more class involvement could be improved.

Dannie recommended that Herson could do more class visits to continue student rapport and outreach.

Dannie stated that student orientation provides students with on-campus resources such as the tutoring center.

Theo suggested offering in-house tutoring or revisiting with the students throughout the term.

Ken recommended a welcome packet with resources and tutoring support.

Tom mentioned challenges where students avoid completing certain tasks and struggle to ask for help.

Bob recommended sending current class updates and schedules to the local dealerships.

Zach noted that some students tend to stay in certain stations at dealerships, but with the support and mentorship of foremen's, they can gain valuable experience and knowledge.

Alex suggested that students should enroll in a communication course that is not part of the program.

Dannie emphasized the significance of job shadowing and hiring the right students. This helps identify what the program needs to improve and enables dealerships to vet students from the beginning.

Theo suggested that we should keep the industry well-informed without causing any inconvenience to the students.

Abby suggested holding foremen accountable while recognizing dealership operations.

Dannie noticed that the foremen had heavy workloads and discussed the possibility of finding someone with more capacity at the dealerships to mentor students.

Dannie suggested that it would be beneficial to write personalized notes for each student in every class to ensure effective communication.

Zach suggests creating an evaluation form that students must complete to provide to their service managers. The form will outline what the student has accomplished so far and indicate areas that require more attention.

Action Item: Brian will create a work log as part of the grade.

Brian recommended bringing a course map of what is occurring at their dealerships.

Action Item: Brian will create a brake module.

Abby is working on the contract.

FOLLOW UP ITEMS:

- 1) The committee will review the bylaws.
- 2) Brian and Bob will review the current support staff.
- 3) Dannie will provide Theo with the HiTECC retention plan.
- 4) Brian will create a work log that will be a part of the grade.
- 5) Brian will create a brake module.

The meeting was adjourned at 10:02 AM.

Prepared by Elizabeth Flores