

Owens Community College

Caterpillar Advisory Committee Meeting

Date: January 21, 2014

Location: CEP 112

Industry Attendees: Yvonne Boyer, Dennis Fawcett, Kenny Meerschaert, Eileen Toghill

Student Attendees:

Owens Attendees: Tracy Campbell, Belinda Barr, Jerry Marko, Randy Rubley, Randy Wharton

Topic	Discussion/Rationale	Recommendation/Decision/Action
Welcome and Introductions	<ul style="list-style-type: none"> Randy Rubley welcomed committee members and expressed appreciation for coming. He was the meeting facilitator. 	
Reminder 7 Week Schedules	<ul style="list-style-type: none"> Spring 2014: First 7 Weeks – January 13 – February 28. Spring 2014: Second 7 Weeks March 17 – May 2. Summer 2014: June 2 – July 18. Fall 2014: First 7 Weeks – August 18 – October 3. Fall 2014: Second 7 Weeks – October 13 – December 5. The 8 week schedules switched to 7 week schedules. The switch was made due to the students not being able to get to graduation because of the class schedule, and the college would like to award the students their actual diploma at graduation. 	<ul style="list-style-type: none"> The dealers stated that due to the 7 week schedule, the students overlap and there are additional costs to CAT. Maybe work schedule should be at 7 weeks. Jerry suggests that the students might only work 7 weeks. If the dealers want to give the student more hours, it is up to them.
Open Houses	<ul style="list-style-type: none"> Second and third week of February. 	<ul style="list-style-type: none"> Open House will be on March 10, 2014.
Fall 2014 Student Numbers	<ul style="list-style-type: none"> Numbers are creeping up, 27 students. The faculty are not able to spend quality time with the students. We believe 24 students is a good number to have in the program. We will split the class into two groups, in some classes, so we can get the number in the lab down to a manageable number. Dennis suggested that we should look into the CAT Foundation monies again. The obtained monies could be used for tools and components. Tools and other programs as wells as the CAT program must be able to use purchased items. We will allow nine students per dealer at this time. 	<ul style="list-style-type: none"> Ken's concern looking into 5 or 6 years from now, they will have many individuals retiring. Eileen will have 15 students and this number is continuing to grow. Get Tracy some hard numbers that you will need, so he can get it to the president. MacAllister will have 8-12 students. Michigan will have 8-10. We need space and components. We will need your help with components for class. We will put together a list of tools and equipment that we need.

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Equipment for Second 7 Spring 2014	<ul style="list-style-type: none"> • Randy will let you know when we get closer to the end of the semester. Jerry will send a list, for the summer semester, to you somewhere around spring break. 	<ul style="list-style-type: none"> • Dealers asked for as much lead time as possible.
New Faculty	<ul style="list-style-type: none"> • We have advertised for at least two years for the position. • National type search. Tracy will work with Human Resources. • We would like to have someone with CAT experience to take over for Randy when he retires. • It would be best for the program if we had someone from the dealership. 	<ul style="list-style-type: none"> • Email Alumni Future Farmers of America.
Internship	<ul style="list-style-type: none"> • Students are in lab 6 hours a week for 7 weeks. • The dealers have the students for 7-12 weeks, 8-10 hours a day. Some students are not getting the same level of education at the dealerships. 	<ul style="list-style-type: none"> • Interns are not accomplishing tasks, mechanical work. • Ask for the weekly reports and look at their evaluations. The students could be further along if they receive more help at the dealerships. • Students should work with a mentor. They need more hands on experience at the dealerships. • Send electronic reports to CAT committee along with faculty.
Linn EPG	<ul style="list-style-type: none"> • Electrical Power Generation program is strong. • Dealers can take someone from Think Big program. • Past Think Big students can also attend. • If you are looking to put someone through EPG, they are interested in working with the students. • Candidates that just graduated can become certified. • Faculty would be happy to give input on which students could be sent. 	<ul style="list-style-type: none"> • Randy will forward the pamphlet to the committee. • Randy will check to see if it is CAT specific.
Graduation	<ul style="list-style-type: none"> • Date: Friday, May 9, 2014 • Time 12:30 p.m. • Location :AV 125-128 • Speaker: Ken Taylor 	<ul style="list-style-type: none"> • Jerry will send an email to the students to get their coat sizes.
Owens Open House For New Students	<ul style="list-style-type: none"> • Students and parents were not prepared to talk about development classes. • Jacey Parks needs the compass scores as soon as possible. • Send a release form to the students to get the scores. • Encourage the students to take a remote compass test. 	<ul style="list-style-type: none"> • Owens needs to set up the compass test at a remote site, so we can access the scores immediately. • Contact the Testing Center at 567-661-8378 and ask for assistance in setting up remote testing. • We need representation at the open house.

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	<ul style="list-style-type: none">• Students need to know about the testing information, and they need to complete the compass test. It would help with your final decision.	
Other	<ul style="list-style-type: none">• Dennis will speak with Jeff regarding the foundation information. We will go for the maximum amount.• Jerry will find out when the students are available so the dealer representatives can take them to breakfast or lunch.	
Next Meeting	<ul style="list-style-type: none">• August 14 at 11:00 am.	