

Air Conditioning & Refrigeration Technology

Advisory Committee Meeting Minutes

2018 - 2019

CHAIRPERSON: Tony Morales		
MEETING DATE: November 14, 2018	MEETING TIME: 11:00 AM	MEETING PLACE: MSC – Bluebonnet
RECORDER: Vanessa Verjan		PREVIOUS MEETING: November 15, 2017

MEMBERS PRESENT:

Name and Business	Name and Business	Name and Business
Carter, Jesse Morrison Supply	Diaz, Richard Cool. Comfort	Hernandez, Dennis Spurgers Air Conditioning
Juarez, Michael Spurgers Air Conditioning	Morales, Tony Leinweber Services	Padilla, Nestor Conditioned Air
Ralph, Seth Ralph's AC	Ramirez, Jaime Conditioned Air	Ramirez, Roy Conditioned Air
Rodriguez, Ciro Border Air	Ross, Jason Morrison Supply	Ruiz, Adrian Tony's Ac & Heating
Ruiz, Antonio Tony's Ac & Heating		

OTHERS PRESENT:

Name and Title	Name and Title	Name and Title
Fernandez, Luis Division Chair	Flores, Lee SWTJC A/C & Ref. Instructor	Flores, Richard SWTJC A/C & Ref. Instructor
Oden, Rodney Lab Instructor	Verjan, Vanessa Administrative Assistant	

AGENDA/MINUTES:

Agenda Item	Action/Discussion/ Information	Responsibility
Meeting to Order/Welcome Remarks & Introductions:	Meeting was called to order at 11:13 AM. Administration, Faculty and guests (committee members) introduced themselves. Everyone was thanked for attending the meeting.	Tony Morales
Appointment/Continuation of New Chairperson	Adrian Ruiz motioned to keep Tony Morales as chairperson. Richard Diaz seconded the motion. All in favor. Motion carried by acclamation.	Committee
SWTJC Technical Programs Advisory Committee Guidelines Review	Luis Fernandez explained the guidelines/functions of the Advisory Committee. The committee must meet at least once a year and have a quorum present. However, contact with members throughout the year via e-mail, fax or phone is strongly recommended. It is imperative that SWTJC Technical Programs are aware of what it is that employers are looking for in the graduates, as well as keeping up with new technology, program improvement suggestions, and representing the needs of students from special populations. **Guidelines were included in packet**	Luis Fernandez
Reading & Approval of Minutes	Everyone read the minutes. Adrian Ruiz motioned to approve the minutes; seconded by	Richard Flores

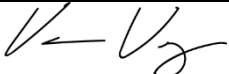
Air Conditioning & Refrigeration Technology

Advisory Committee Meeting Minutes

2018 - 2019

	Jesse Carter. All in favor. Minutes were approved without any changes.	
Old Business:	None.	
Continuing Business:	None.	
New Business:		
1. Review of Technical Programs Dashboard/Comparison of Fall 2017 to Fall 2018 Enrollment	<p>Dashboard information: First time in college Student Fall 2017: 38 All Students During the semester Fall 2017: 68 First time in college Student Fall 2018: 9 All Students During the semester Fall 2018: 48</p> <p>Luis Fernandez shared that the first year enrollment started with 25 students, and it currently has 23 students in the program.</p> <p>Mr. Flores shared that they are advising students to continue their education. The advising helped</p>	Richard Flores
Curriculum Decisions:	None.	
Discussion/Other:	<p>Discussion Mr. Morales shared that many of the companies are going green and are using R290 (propane). Mr. Morales emphasized that it is important to get certified for your safety and the customers.</p> <p>Jesse Carter talked about air quality.</p> <p>Jaime Ramirez discussed adding surge protectors to units, insurance companies will not cover any damages due to a lighting strike.</p> <p>Jaime Ramirez mentioned that a customer asked about the online purchase of a unit. Tony Morales informed members to advise customer if they purchase online units, more than likely will have a hard time finding parts to repair because these units have been discontinued.</p> <p>Luis Fernandez invited all members to come by to the shop.</p>	
Adjournment	Motion to adjourn was made by Adrian Ruiz; seconded by Dennis Hernandez. All in favor, meeting was adjourned at 11:37 AM	Committee

Lunch was provided

RECORDER SIGNATURE: 	DATE:	NEXT MEETING: Fall 2019, unless otherwise notified.
---	-------	--