

Hennepin Technical College

Advisory Meeting

DATE: April 8, 2021

Via Zoom 8:30am – 9:30am

FY21 GOALS

1. Increase engagement with community and industry partners
2. Provide integrated service support, consultation, and solutions to advance the institution
3. Advance institutional capacity and effectiveness through technology
4. Increase retention of protected class group employees
5. Implement a targeted plan for students to persist
6. Redesign and implement the strategic enrollment management (SEM) plan
7. Create opportunities to secure new funding

MISSION:

To provide excellence in career and technical education for employment and advancement in an ever-changing global environment.

VISION:

To be the leader of innovative career and technical education that leads to success for all students.

VALUES:

Excellence: We pursue the highest standards in academic achievement and organizational performance.

Attendees: Dustin Tichy, Peg Armstrong-Larsen, Jeffrey Ambrose, Jake Clarke, Ken Bauman, Rick Montzka, Jason Bruns, Tim Miller, Roger Halberg, , Bruce Birr, Bruce Wiley, Christina Irvine, Olivier Adjoumani, Maddie Smith, Alison Leintz, Susan Markes, Kim Urahn, Melissa McGarry

Students:

Topic	Discussion/Outcome <i>Indicate any Motions presented and Voting Outcomes</i>	Action	Follow-up
Approval of Minutes	Review of minutes Meeting started: 8:36am Attendees introduced themselves. Rick reviewed shared screen of minutes and reviewed. Discussion/review of topics from last meeting's minutes. Motion to approve was made, seconded. Motion passed.		

<p>Call for additional agenda items</p>	<p><i>Peg and Rick added:</i> -Give update from work done on degrees and certificates -Give update on instructor who is leaving. -advisory member asked if there were By-laws on being on a committee and meetings? Alison briefly expanded on school expectations that advisory meeting be held twice a year and noted that meeting duration may need to be extended. No additional items from industry</p>		
<p><i>Work done on degrees</i></p>	<p>Peg spoke of the changes to be made New classes in 3D printing world, new degree put together Have gone through AASC. Dropped Computers and Manufacturing class and putting new classes into schedule to improve getting degrees to line up better. Started scheduling new classes for 3D printing. Added back a class. Have put two new adjuncts on board, hoping to have them taking on more classes soon. Updating certificates and degrees – Rick has done some of the background work Have not done much with flipped as degree yet, they are running into some roadblocks with colleges. Jason offered to reach out to 4 year colleges for ideas and getting them to work with HTC to coordinate courses better. Will work on collaborating with electronics programs in the future. Any questions on the changes? Bruce Willey – Bemidji State University just restarted their model making program and will have tie-in with some of our offerings. Will send some contact into to Peg and/or Rick.</p>		
<p><i>Instructor leaving</i></p>	<p>Announced that Don Rutledge is leaving after spring semester and noted that program will need to find a replacement after he retires. If anyone knows of anyone please direct them to our website.</p>		
<p><i>Equipment</i></p>	<p>Rick talked about what the traditional method of getting equipment at HTC is. Explained how the leveraged equipment process works as it relates to getting donations from industry. Typically HTC can either use the equipment or can use that donation value to be matched by leveraged equipment dollars. Unfortunately, due to COVID/pandemic those matching dollars are not available. For regular budgetary requests, the process is to present requests for what is desired, the college then looks at the available money and allocates to programs. Because of pandemic, no leveraged dollars are available and the regular budgets are very low right now. Rick noted that the program currently is using 4 year old computers which should be</p>		

	<p>replaced in order to keep up technologically. For next fall, will pursue getting ENG C on the list with IT for getting new computers for the program.</p> <p>3D printers were purchased new in 2018, still servicing us fairly well. Scanners we use are getting a little older and probably need to be replaced. Support for those will end fairly soon. Rick noted that they incorporate those scanners into the additive manufacturing course. Laser cutter is still working fine.</p> <p>Is there something that we should be considering? Jason asked – can you get any feedback from the students who are outgoing as to what they think could be needed? Rick said that could be a good thing to ask. Jason said that it is good to have former students keep involved in committee. Using sense scanners? Any suggestions on relatively affordable scanners to pursue?</p> <p>Digitizing arm? Molding? Using silicone molds.</p> <p>Roger mentioned checking with Productivity Quality – have state of the art showroom to see what is available. Could be good to go and actually see what is available rather than looking at catalogs.</p> <p>Discussion of people’s experiences with various printers, etc.</p> <p>Ken mentioned Creatia –better to keep that out of the shop (chemicals). Bruce Willey - B9 creations – in south Dakota, have SLA type, and office types. Rick thought they should also look into a kiln. Has looked into an electric kiln for an office environment.</p> <p>Rick asked how equipment list looked and asked if those items would be appropriate to look into for equipment requests and asked for motion.</p> <p>Dustin motioned, Jake and Jeffrey seconded the list, passed.</p>		
Follow up Agenda Items			
	<p>Roger Halberg asked about what it takes to complete a degree and what the syllabi entails. Asked for someone to send to him. Peg said she would send.</p>		
Dean Updates:			
	Did not get to		

Faculty:	___ Informational ___ Discussion ___ Vote ___#___For ___#___ Opposed		
Program/Department Work Plan	Did not get to		
Budget and Equipment Planning	See above		
Students:	___ Informational ___ Discussion ___ Vote ___#___For ___#___ Opposed		
Enrollment Services updates	Did not get to		
Student Success Rates(A-C, P)	2018-82% 2019-78% 2020-77%	Due to time constraints, Susan gave very brief explanation on what the numbers were.	
Program Stop-out/Drop-out Rates(FN, FW, W, D (letter grade))	2018-18% 2019-22% 2020-23%		
Curriculum:	___ Informational ___ Discussion ___ Vote ___#___For ___#___ Opposed		
Programmatic Accreditation (if applicable)			
Review 25% of the outcomes in the program courses			
Curriculum Recommendations			
Industry Partner Updates	___ Informational ___ Discussion ___ Vote ___#___For ___#___ Opposed		
Add as required			
Program Assessment Outcome Results:	___ Informational ___ Discussion ___ Vote ___#___For ___#___ Opposed		
Program Awards Conferred(Duplicated)	AAS 2018-19 2019-19 2020-19	DIP 2018-67 2019-63 2020-61	
Retention Rates	2018-48% 2019-64%		

	2020-38%		
Enrollment	2018-288 2019-301 2020-250		
	Some brief discussion on student enrollment. Bruce Birr would like to know what the prospective pool is. Enrollment is down for the whole school. Probably 8 to 10 graduating this spring. Peg said that if anyone has openings to let them know as they do pass along information to the students.		

Peg – quick reminder about anyone if anyone knows of anyone interested in adjunct, please send our way.

Motion to adjourn – Jeff Ambrose

Seconded it, approved. Meeting adjourned 9:49am