



CLUSTER MEETING MINUTES
TRADE & INDUSTRY
AUGUST 19TH, 2015
10:45
ETA 158

ITEM 1. Welcome from Lynn Gomes-Highsmith, Cluster Chair

Discussion:

Data/data source: (where appropriate)

Action: Introduced Assoc. Dean Rick Reeder

ITEM 2. Welcome from Assoc. Dean Richard L. Reeder, Trade and Industry

Discussion: Several new employees were in attendance and Rick asked that each introduce themselves, their position and program associated with.

Data/data source: (where appropriate)

Action:

ITEM 3. Update on Current Events in T & I

Discussion: Assoc. Dean Reeder shared that we are in the process of becoming accredited or re-accredited in Automotive and Diesel for NATEF, Welding as an AWS ATF, PHARA accreditation for HVACR, and have completed FAA Part 141 compliance for Aeronautical Science. Rick also noted that we are launching our new Security and Automation System Technical program this fall, and we will be launching Facilities Maintenance in the spring.

Discussed that all PSAV daytime programs have full enrollment with a wait list, and that we are trying to obtain additional space to continue growing our programs. Employers are standing by to hire our graduates as they complete programs.

Employees have been completing training also, Josh Magwood and Mark Beilen completed AWS QC1 & 5, Raymond Julmiste in Machining received four NIMS Level 1 certifications, and Sandi Barrett is now a MSSC-CPT certified instructor.

Dropping students for non-payment has become an issue with PSAV classes, as classes fill up and those who are ready to enroll **and** pay cannot. Discussed suggesting that the drop date for non-payment be moved out to 2 weeks before the start date. Cluster vote was held

and all approved with exception of one abstaining vote. Assoc. Dean Reeder/Lynn Highsmith will take this forward.

Tracking student employment is an important follow up/closure regarding graduates from each program area. Rick asked that each program develop a method of capturing the name and location of employers who hire our students. A suggested way would be to download the student names from the final module roster into a spreadsheet, and then add columns for employer name, location, and date student was hired. The report can be save for the instructor files and a copy forwarded through Program Directors to the Associate Dean's office. Then, we can forward this information in a consolidated fashion to Karen Lippe who is the person who does the reporting to the state on behalf of the college.

The Welding department underwent a significant project funded by Facilities that included ceiling to floor cleaning, painting, polishing and re-striping of the floors. This task was spearheaded by Tom Lewis and assisted by Josh Magwood and Mark Beilen.

With the beginning of the new term, we enjoy recognizing new employees who contribute to the success of Trade and Industry:

Mikayel Ishmael, Student Dev. Advisor, ETA 203, 1-3051
Barrie Fox, Financial Aid Advisor, PG 115.3, 1-4063
Ashely Dinga, Financial Aid Advisor, PG 117, 1-3987
Katie Aguila, Grant Advisor, SEELC Grant ETA 132.5, 1-3251
Melissa Altamirano, Grant Advisor, Florida Trade Grant, TE 102, 1-4029
Jamonique Harrison, Grant Advisor, Florida Trade and SEELC Grant ETA 132, 1-3263

OTHER.

Attendance:

Richard Reeder	Lynn Highsmith	Sandi Barrett
Terry Delp	Kent Hartwig	Eligio Marquez
Roland Holt	Judy Maxwell	Tom Lewis
Michele Richard	Susan Fleming	Juana Montalban
Rhonda Griffis	Alan Bohen	Americo Maciel
Jenny Posadas	Beverly Barta	Jamonique Harrison
Deborah Gordon	Raymond Julmiste	Joshua Magwood
Charles Johnson	Mark Beilen	Donald Laurent
Mike Bradshaw	Pete Goodman	Dan Neff
Ron Widdoss	Kenny Robertson	Darla Safford

Submitted by:

Darla Safford

Darla Safford, Scribe