



## ELTR/CARP Advisory Committee Minutes – Fall 2015

**Date:** Monday, October 5, 2015

**Number of Attendees:** 14

**Called to order:** 6:00 pm

**Adjourned:** 6:42 pm

**Chairperson:** Denise Ojeda, Program Chair

**Recorder:** Jennifer Woods

**Members present from industry:** **Kyle Orr**, Automated Control Systems, Inc.; **Wayne Whitlock**, W.O.W. Electric

**Members present from CNM:** **Theresa Baca**, Career Center Advisor; **Eric Barros**, Instructor; **Timothy Brown**, Instructor; **Michael Cranney**, Associate Dean; **Phelan Gavaldon**, Instructor; **Amanda Glennon**, CTE Outreach Manager; **Sharon Gordon-Moffett**, Perkins Grant Manager/Dir. Experiential Learning; **Joseph Hirschfeld**, Instructor; **Dawn Moore**, WTC Program Director; **Carlos Nevarez**, Instructor; **Denise Ojeda**, Instructor/Construction Program Chair; **Jennifer Woods**, Academic Tech. Asst.

**Next scheduled meeting:** Not decided

**I. Welcome/Introductions:** Denise opened the meeting and introductions were made all around.

**II. Minutes:** Motion to accept the spring meeting minutes, seconded, accepted

### III. Reports:

- The new PV instructor, Janet Hughes, had a previous commitment and could not come to this meeting.
- Friday, October 9 is the Construction cluster meeting.
- Amanda talked about CTE Outreach Services. She would like to have more program information for all the programs so she can advise students better. She visits middle schools, high schools, and makes a lot of connections with veterans. CTE Day will be Friday, February 26 next year. Focus will be on programs that have low enrollment. We expect 2,000 HS students. Career Technical Education Day is designed to introduce students to our programs. Denise asked if the CTE day event actually had an impact on enrollment, because there are so many students who show up, and it is questionable whether they receive enough exposure to our programs. Amanda said that the dual credit enrollment is up because of this event. Funding is available to help with transportation. Amanda can be reached at [aglennon@cnm.edu](mailto:aglennon@cnm.edu).
- Theresa with Job Connections Services said that they are in the process of streamlining the workshops by putting more of them on line, (at least one of them by the end of this year.) She is working on job shadowing for the College and Career High School (CCHS). She talked about the function of the JCC. The JCC helps with cover letter and resume writing, references, interview prep and etiquette, filling out job applications, and other practical skills. Job search and career exploration is another function of the JCC. They rely on LinkedIn for job searches too. Teresa can be reached at [tbaca80@cnm.edu](mailto:tbaca80@cnm.edu) for more information about workshops. The job search database allows industry people to post available jobs. She does on-campus recruitment, like job fairs.
- Sharon is the manager of the Perkins grant, which funnels federal money into schools that provide career technical education. She works with Michael Cranney in order to allocate funds to the programs that need it. This year's grant was about \$1.5 million. This grant is also used to address special populations and professional development for faculty.



#### IV. Old Business: None

#### V. New Business

- **Denise asked if there is an industry need for CNM to incorporate training in low-voltage systems:**
- Wayne said that he does high-speed data and phone applications, cabling and terminating. He trains his people in-house. He thinks it would be a valuable thing to touch on in the electrical classes.
- Kyle said that there is a high demand for control/automation systems. He hires Journeyman electricians and finds that the majority of them have never seen a control system. He has an in-house training program. A control background would be great if the school decided to teach this. Phelan said that CNM is actually hitting this skill set pretty well right now. Kyle would like to see new hires with knowledge of PLC and control drawings, wiring diagrams, relays. Tim said that we do simple motor control in first term. Denise suggested a tour of our facilities after this meeting.
- Tim said that faculty has new offices, and expressed thanks to Michael.
- Dawnn said that WTC has an OSHA 10 for contractors class coming up in October and new electrical code CEU update class also in October. For more information, contact Dawnn at [dmoore54@cnm.edu](mailto:dmoore54@cnm.edu).
- Denise said that ACS donated some actuators to the program, and expressed gratitude to Kyle.
- Joseph would like to see students from our HS take a tour of facilities. Amanda said she will make this happen ASAP.
- SkillsUSA: Phelan said the in-house Skills test for electrical will be in November. Last summer, we did well: three bronze in team fabrication, one bronze in the welding sculpture category, one silver in sheet metal, one silver in motor controls. Sharon said that all of the paperwork for the State competition must be turned in by the end of the fall term.
- Phelan wants to do a float for the State Fair Parade next year.

#### VI. Adjournment 6:42 pm