

# UVJVS Advisory Committee Meeting Minutes

**Date:** 10/22/09  
**Time:** 5:30-7:15 p.m.  
**Location:** HVAC/R Lab  
**Instructor:** Nail/Trapp  
**Program:** HVAC/R

**Attendees:** See attached sign in sheet

## *Minutes*

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<b>Agenda item:</b> Fall '08 minutes Followup	<b>Presenter:</b> Scott Nail/Tony Trapp	
<b>Discussion:</b> Review of all marketing tools, techniques and objectives		
<b>Conclusions:</b> very effective and encouraged to continue		
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Review Explore Careers Day student survey for effectiveness of strategies. Marketing techniques used were very effective in increasing enrollment and will be continued this year, i.e. t-shirts and cups.	Nail/Trapp	
✓ Sign ups for Explore Careers Day employer slots	Scott Nail	12/2/09
✓ Sign ups for Open House employer slots	Scott Nail	12/3/09
✓ Letters to prospective students	All members	Beginning March 2010

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<b>Agenda item:</b> Display Board Purchased by Emerson Foundation	<b>Presenter:</b> Scott Nail/Tony Trapp	
<b>Discussion:</b> Opportunities to use		
<b>Conclusions:</b> need more ways to display		
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Ohio School Board National Conference Student Achievement Fair	Nail/Trapp	11/10/09
✓ Home Shows		tba
✓ Parent/Teacher and other Conferences		11/5/09, 11/9/09, 2/3/10, 2/4/10
✓ Piqua Mall Display		12/22-1/6 & 3/12-17

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<b>Agenda item:</b> University of Dayton			<b>Presenter:</b> Scott Nail		
Counsels Research Project					
<b>Discussion:</b> Purpose to improve HVAC/R program					
<b>Conclusions:</b> Scott will interview employers individually to implement a 4-question research project for the purpose of improving the HVAC/R program. Research results will be presented to employers via email regarding what steps need to be taken to improve curriculum.					
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>			
✓ Sign consent form from U.D., complete 4-question survey and return to Scott	All members	11/26/09			
✓ Scott will compile the data and disseminate to members					
✓					
✓					

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<b>Agenda item:</b> Schedule			<b>Presenter:</b> Chuck Barga, Rich Rose		
Calorimeter Testing					
<b>Discussion:</b> Donated by Emerson for student exposure to engineering side of HVAC/R program					
<b>Conclusions:</b> very beneficial					
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>			
✓ Possible addition to curriculum in future	Nail/Trapp				
✓ Training for students provided by Emerson		1/10			
✓ Possibly pulling in employers to receive training					
✓					

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<b>Agenda item:</b> CST Classes			<b>Presenter:</b> Steve Brown		
Wholesaler Training Update					
<b>Discussion:</b> Emerson Classes Progress					
<b>Conclusions:</b> Very Positive Program for School and Community					
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>			
✓ 26 wholesalers from across the country					
✓ Great feedback about the HVAC/R facility					
✓ Positive comments from all visitors about students					
✓ 12 years- approximately 400 wholesalers have visited.					

<b>Agenda item:</b> Early Placement/Apprentice Employment	<b>Presenter:</b> Scott Nail/Tony Trapp/Tony Sherry	
<b>Discussion:</b>		
<b>Conclusions:</b>		
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Early job placement students available		1/19/10
✓ 8 juniors potential apprentice students	Tony Sherry	6/10
✓		
✓		
<b>Agenda item:</b> State SkillsUSA Sheetmetal Winner	<b>Presenter:</b> Trapp	
<b>Discussion:</b> Eric Mayberry		
<b>Conclusions:</b>		
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ 1 <sup>st</sup> of 40 at local competition		
✓ 1 <sup>st</sup> of 18 at State competition		
✓ 8 <sup>th</sup> of 20 at National competition		
✓ Currently in Apprentice Program employed by Slagle Mechanical		
<b>Agenda item:</b> General Items	<b>Presenter:</b> All members	
<b>Discussion:</b>		
<b>Conclusions:</b>		
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Levy signs	all advisory members	asap
✓ Distinguished Alumni nominees	all advisory members	12/11/09
✓ Improve partnership with Adult Education HVAC/R program	Nail/Trapp	
✓		
<b>Agenda item:</b> Schedule Next Advisory Meeting	<b>Presenter:</b> Scott Nail/Tony Trapp	
<b>Discussion:</b>		
<b>Conclusions:</b> Date to be announced		
<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ May 2010	Nail	
✓		

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**Agenda item:** Thank you all for your donations of time, money, and ongoing support!

**Presenter:** Naill/Trapp

**Discussion:**

**Conclusions:**

**Action items**

**Person responsible**

**Deadline**

- ✓ Special thanks to Becky Hoelscher, Bob Labbett, Ken Monnier for donating Copeland condenser units and flow controls

- ✓ Special thanks to the Habegger Corporation Mike Dorston, Brian Newport, Bennie Barnes, Kerry Ward for equipment and other misc. items

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- ✓

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**Agenda item:**

**Presenter:**

**Discussion:**

**Conclusions:**

**Action items**

**Person responsible**

**Deadline**

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- ✓
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Meeting adjourned at 7:15 p.m.

Submitted by Cindy Graham  
HVAC/R Recorder

Copy to:

- Advisory Committee Members
- Director
- File
- Instructor
- Superintendent
- Supervisor