



OAKLAND
COMMUNITY
COLLEGE

Auburn Hills Campus
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VEHICLE BODY TECHNOLOGY ADVISORY COMMITTEE MEETING

April 15, 1997

Present: Todd A. Bass, Rochester Hills Collision, Inc.
Richard Allen Buck, Chrysler Technology Center
Brad DePalma, Allstate Insurance Co.
Rick Driscoll, Automotive Body Specialist, OCC
Elizabeth W. Hagemeister, AAA Michigan
David Hollinger, Oakland Technical Center - Southeast Campus
Scott E. Irwin, Oakland Technical Center - Northwest Campus
Sally Kalson, Coordinator of Cooperative Education, OCC
Daniel R. Manthei, Oakland Technical Center - Northwest Campus
Doug McDonald, Collex
Dr. Carlos Olivarez, Dean, Academic and Student Services, OCC
Doug Riddering, Counselor, OCC
Dennis W. Rivett, I-CAR/Allstate Insurance Co.
James Rogers, Collex
Ruth Springer, Secretary, OCC
Matt Taber, 3M Co.

Preliminary Matters

Dr. Carlos Olivarez welcomed the group and invited them to introduce themselves. The minutes of the Vehicle Body Technology Advisory Committee meeting held on October 29, 1996, were reviewed and approved as written. The minutes of the follow-up meeting of OCC members of the advisory committee held on January 30, 1997, were reviewed, and a progress report was given on each committee recommendation, as follows:

Progress Report on Advisory Committee Recommendations

- 1. That the Auto Body Program be oriented to students who wish to get an associate degree and then continue their studies at a four-year college.**

Mr. Rick Driscoll reported that there do not appear to be any barriers in the way to prevent OCC from reinstating the old articulation agreement. Rick does not have copies of the old articulation agreement. Mr. Doug Riddering stated that he does not think an articulation agreement was ever finalized for this program.

Mr. Dan Manthei suggested that an articulation agreement should be worked out through the Tech Prep program. He reported that Mr. Gary Farina is currently doing curriculum coordination for the four Technical Centers. He suggested that Mr. Driscoll call Mr. Farina at the Southwest Campus. Mr. Farina, Ms. Barbara Dursum, and the four Technical Center instructors should all be involved in setting up this articulation agreement.

Mr. Driscoll reported that he is in the process of redeveloping the Auto Body curriculum. He wants the four instructors to look at that curriculum so that OCC's program is coordinated with what is being done at the Technical Centers. The articulation agreement could then be put together based on that new curriculum.

Mr. Driscoll reported that he is in the process of contacting Michigan Department of Education Occupational Technical Education Director Robert Taylor to get information regarding post-secondary curriculum.

- 2. That OCC seek to hire a full-time instructor for the Auto Body Program.**

Dr. Olivarez reported that he was not successful in obtaining permission to hire a full-time instructor for this program. OCC is currently making drastic cuts in staffing at all campuses. This is expected to be the case for the next three to five years, so that the percentage of the budget being spent on personnel can be reduced to 80 percent. Dr. Olivarez explained that the millage which was approved was designated for such things as maintenance, rebuilding, and new programs, not for personnel. He does not know when OCC will be able to begin hiring again.

- 3. That OCC staff tour other campuses, such as Washtenaw Community College, Lansing Community College, and Alpena Community College, to observe successful Auto Body programs.**

Mr. Driscoll reported that he and Mr. Jim Rogers toured the facility at Washtenaw Community College. They have an excellent facility and had recently received an appropriation for refurbishing. They have three prep stations; it would be nice if OCC could have one.

Mr. Driscoll and Mr. Rogers also visited Breithaupt Vocational School in Detroit. They have three large auto body labs. They closed their welding program due to low enrollment and are using the welding shop to do applied auto body welding. They have good enrollment in their auto body program.

Mr. Tony Hildebrandt suggested that OCC pursue an articulation agreement with Breithaupt.

- 4. That OCC consider marketing its Auto Body Program through involvement in VICA competitions.**

Mr. Doug McDonald pointed out that for many in this area, OCC is the only reasonable training facility for them to attend. This should be a plus in marketing the Auto Body Program. However, the program as it currently exists does not meet anyone's standards.

Mr. Manthei agreed, stating that, as a result of conversations with OCC administrators, he believes that, if the program was revised to meet the national skill standards, funds would be available to support it. He believes the Chancellor and the Board want skills standard certification or they do not want the program. He believes there is a commitment from those on the advisory committee to work with Mr. Driscoll and the College to reach that goal. He believes it would be appropriate to request a meeting with the new Auburn Hills Campus President or the Chancellor to make them aware of the commitment and quality represented by the advisory committee members. However, the committee will not be willing to spend several years working to develop the program if it is not going to be supported by OCC administration.

Mr. Rogers pointed out that the program is needed by industry, but if less than the required minimum of 15 people appear to take classes, there will be no program. Mr. Driscoll responded that Dr. Olivarez is committed to supporting the program even if enrollment runs below the required minimum while the program is being improved.

Mr. Hollinger commented that he would rather see students graduating from his high school program continue their studies at Washtenaw Community College than at OCC because the equipment is better

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at Washtenaw. Equipment at OCC is way behind what is currently used in the industry. In a few weeks, a large number of high school seniors from area auto body programs will be coming to OCC for a career day. We should not be dishonest with them about what is available at OCC.

Mr. Dennis Rivett pointed out the primary program needs: equipment, instructors, and curriculum. He suggested that the group decide on an action plan for how to resolve those three issues.

Dr. Olivarez asked whether the group agreed that the current curriculum is not valid. The group expressed their agreement that the curriculum is not valid.

Mr. Rogers stated that, as an adjunct instructor teaching it, he doubts the curriculum's validity. The program has been run in the past as a hobby shop, with students using the facilities to work on their own cars. Mr. Rogers reported that he has taught several classes recently, and each time, students were willing to take classes rather than just working on their cars.

Mr. Driscoll reported that they are using a textbook now and testing on it. They are still using the existing curriculum, which needs to be updated. He pointed out that using NATEF standards provides a good outline for a curriculum.

Mr. Rivett commented that the industry is looking for people with ASE and I-CAR certification, not an associate degree.

Dr. Olivarez pointed out that there is a need for a written plan detailing how to move from where the program is today to where it needs to be, including a timetable and budget. The plan should explain what industry requires, and how the revised program will benefit students and the community. It needs to cover the three areas of equipment, curriculum, and instructors. It also needs to be easily understood by nontechnical people. We need to identify people who are willing to help write this plan.

Mr. Driscoll mentioned that he had not pursued the possibility of release time to work on the curriculum because of the possibility of the full-time faculty position being filled. Now that we know that position will not be filled, he will commit himself to requesting release time to work on the plan. He will begin again to work on curriculum development.

The group agreed that the I-CAR, ASE, and NATEF curricula are the way to go.

Mr. Manthei pointed out that OCC should not try to duplicate what is being done at the Technical Centers. It must be determined which areas will be addressed by the Technical Centers and which will be addressed by OCC. Perhaps OCC's introductory level classes could be taught at the Technical Centers and the OCC facilities reserved for the upper end classes.

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In response to a request for volunteers to work on the plan, Mr. Manthei volunteered to help develop the vision and broad-based plan. Mr. Tony Hildebrandt offered to work with Mr. Driscoll on the curriculum and take it through OCC's curriculum process.

Mr. Rivett pointed out that there is a need for three committees to work on the areas of instructors, curriculum, and equipment. Mr. Doug Riddering suggested that another issue could be marketing and industry contact.

The group agreed that NATEF should be used as a guideline for OCC's curriculum.

Mr. Rivett volunteered to work on equipment issues.

Mr. McDonald expressed his willingness to help guide Mr. Driscoll. He suggested that, as Mr. Driscoll writes the strategic plan, he can consult Mr. McDonald about the structure, Mr. Manthei on academic matters, Dr. Olivarez for guidance regarding OCC politics and policies, and others on the advisory committee for help in their areas of expertise. Individuals can work on their sections and give the material to Mr. Driscoll, who will serve as leader to ensure that all sections are completed and tied together into a meaningful and complete plan.

Dr. Olivarez offered to work out whatever release time Mr. Driscoll feels he would need for Spring/Summer 1997.

Mr. Manthei suggested that Mr. Farina and Mary Kay Aukee would be valuable resources for Mr. Driscoll to consult regarding curriculum, since they are involved with that at the Technical Centers. He suggested that NATEF be used as a guide for curriculum, and that NATEF specifications be used for modification of the facility, to determine what equipment will be needed.

Mr. Scott Irwin pointed out that the I-CAR curriculum is already developed, and the complete package can be purchased for about \$4000. OCC needs to purchase this curriculum so the staff has something to work with. The textbooks can be sold in the bookstore. Mr. Irwin offered to loan to OCC, with Mr. Manthei's approval, the sections of the I-CAR curriculum that he will never be able to use in his high school level program. Mr. Manthei agreed.

Mr. Hollinger explained that the I-CAR curriculum includes videos, worksheets, and everything that is needed for teaching. Mr. Irwin stressed that having this curriculum would take a big load off Mr. Driscoll's shoulders. He emphasized that OCC is asking Mr. Driscoll to take on a big responsibility, especially as he is not a full-time faculty member.

The group agreed by consensus to recommend that OCC acquire as soon as possible the I-CAR curriculum at an approximate cost of \$4000. They requested that it be available in the Auto Body

Lab in time for the OCC Auto Body VocEd Career and Technical Conference for high school seniors to be held at the Auburn Hills Campus on May 23, 1997, and that the I-CAR curriculum remain on campus from then on for the use of Vehicle Body instructors.

Mr. Manthei stressed that it is important to provide Campus President Dr. Diann Schindler with information about the program before she speaks to the high school students on May 23. It will be important for her and the advisory committee to present OCC and the program well on that day.

Mr. Driscoll mentioned the proposal he put together for the last advisory committee meeting, which addresses many of the needs of the program. Mr. McDonald suggested that Dr. Schindler be given a one-page executive summary to begin with. He will work with Mr. Driscoll on this.

Dr. Olivarez will set up a meeting with Dr. Schindler shortly before May 23, including Mr. Manthei and anyone else the advisory committee feels should be there.

- 5. That OCC place emphasis in the Auto Body curriculum on instruction in part replacement, including the replacement of air bags, rather than on instruction in repair and rust removal.**

Mr. Driscoll reported that the I-CAR textbook is currently being used to provide instruction in such things as the replacement of air bags and plastic welding.

Mr. Rogers mentioned that he is using I-CAR specifications in all the OCC classes he is teaching. He has been pleased with the good interest he has had from the students.

- 6. That OCC consider including in the Auto Body curriculum courses that would provide instruction in interpersonal skills, computer skills, and oral and written communication skills.**

Dr. Olivarez commented that this subject is mentioned at the advisory committee meetings for all the Technology Department programs. There is a need to integrate English and Speech courses into the curriculum for students in various programs, so that English and Speech assignments could be related to students' field of study. In the fall, Dr. Olivarez hopes to have a staff development activity required for all faculty during which employers would come in and inform liberal arts faculty as to the kinds of skills needed on the job in addition to technical skills in their particular field. This would provide an opportunity for employers to point out the need for integration of curriculum between liberal arts and the technical areas. Dr. Olivarez believes faculty might be more responsive if they heard these things from industry representatives, rather than just from OCC administration.

7. That OCC seek to obtain a mixing machine, a frame machine, and a vacuum system for the Auto Body Lab.

Mr. Driscoll will continue to request funding for this equipment through OCC's capital equipment request process.

8. That OCC seek to obtain a prep deck for the Auto Body Lab.

Mr. Driscoll will request funding for a prep deck as part of next year's capital equipment request for the Vehicle Body Program.

9. That OCC seek to obtain new hand tools for the Auto Body Lab.

Mr. Driscoll reported that \$2000 has been spent to obtain new hand tools, as well as \$1200 in air tool repair and refurbishing. An additional \$800 has just been allocated for repair, which Mr. Driscoll will spend as soon as possible.

Mr. Rick Buck suggested that students be required to provide their own basic tools, in order to save OCC the expense of providing hand tools. Mr. Hildebrandt responded that, since we are involved in community education, we want people to be able to try out areas to see if they are really interested without being required to invest a substantial sum of money in tools. He believes we would lose a lot of students if we required them to buy their own tools. However, Dr. Olivarez suggested that we retain Mr. Buck's idea for further consideration.

Mr. Rogers suggested that students could be required to buy a few tools in the beginning and more as they continued to more advanced classes, so they would not need to buy them all at the same time. Mr. Irwin pointed out that Snap-On gives a 50 percent discount for students. Mr. Hildebrandt responded that OCC has that arrangement with Snap-On, with Mr. Mark Murphy as our representative.

Ms. Elizabeth Hagemeister pointed out that, as we make our plan and develop priorities, we will need to determine whether we want to allocate budget dollars for tools or spend them on something else.

Mr. Rogers pointed out that, at present, it is possible for students to go through the entire program and have no tools. However, they will need tools on the job, so it might be to their advantage if they were required to buy tools a few at a time at a discounted rate while they were in the program.

- 10. That OCC staff visit auto body shops, such as Fisher Refinishing or Collex, to see what kind of equipment they have and how they do their work, and model OCC's lab after their set-up.**

Mr. Driscoll reported that he would like to check out Mott Community College and other such facilities. He believes that visits to body shops would be helpful, but he also wants to visit more schools.

- 11. That OCC seek to develop business partnerships which could result in making equipment and other resources available for the Auto Body Program.**

Mr. Driscoll reported that Collex is working with him in an effort to obtain lab equipment through business partnerships. As a part of this process, they have created the Auto Body Vocational Education Roundtable, which had its first meeting at OCC on January 16, 1997. This was a good gathering of Auto Body educators. The Auto Body VocEd Career and Technical Conference for high school seniors to be held at the Auburn Hills Campus on May 23 is an outgrowth of this effort.

Mr. Driscoll asked whether anyone might be able to help him obtain a frame machine to be placed in the Auto Body Lab for a period of time, to include the time when the high school students will be on campus. Mr. Rivett and Mr. Rogers responded that they could help with this.

- 12. That a business plan be developed for the Auto Body Program.**

This subject was covered in the earlier discussions above.

- 13. That a more effective co-op program be developed for the Auto Body Program.**

Ms. Sally Kalson reported that Dr. Olivarez has sent a memo to the appropriate faculty members regarding the national standards that must be met by co-op classes. There is now a need to follow up with each person as to exactly what is needed.

- 14. That OCC seek NATEF certification for the Auto Body Program.**

This subject was covered in the earlier discussions above.

15. That I-CAR training be included in the Auto Body curriculum.

This subject was covered in the earlier discussions above.

16. That interested advisory committee members work with Mr. Driscoll as a part of subcommittees to carry out various aspects of the needed program development.

This subject was covered in the earlier discussions above.

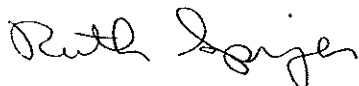
OCC Auto Body VocEd Career and Technical Conference

Mr. Driscoll distributed copies of the program for the event for high school auto body students to be held at the Auburn Hills Campus on May 23, 1997. He explained that Mr. McDonald has been active in organizing this event, which is expected to be attended by over 100 of the top auto body students in the area. He and Mr. McDonald explained the details of the program and encouraged advisory committee members to attend and provide assistance.

New Advisory Committee Recommendation

17. That OCC consider the possibility of requiring students to provide their own basic hand tools, possibly to be purchased a few at a time through student discounts as they advance through the program.

Respectfully submitted,



Ruth Springer

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