

KVCC ELT Advisory Board Minutes

December 16, 2021

Present: Mike Pruis, Kim Kohlhoff, Kaitlin Parker, Kaj Carlson, Diane Long, LaJoyce Brooks, Allison Hall, Jaime Gonzales, Robert Koss, Greg Meeuwssen, Bill Wangler, Tom Keena. Diane Long could not make the meeting, but discussed key issues earlier that week.

Meeting Time: December 16, 2021. 9:30 am ZOOM

Points of Discussion

1. Mike Pruis made a motion to approve the minutes of Last meeting (December 2020). Kim Kohlhoff seconded the motion.
2. LaJoyce explained the Apprenticeship policies and procedures of both KVCC and the State of Michigan and how this affects employers.
3. LaJoyce explained the early alert system. Instructors can use this to notify students, counselors and employers of students in need of help. The most common alerts are for attendance or academic needs such as a low course grade early in the course.
4. Program & Curriculum changes:
 - a. Tom explained the general restructuring of ELT offerings. Some courses renamed so students would not take them out of order. Did not change the course numbers.
 - b. Tom explained the new 24V equipment for the Motor Control trainers and the new Amatrol trainers with relay logic and pneumatics.
 - c. Tom explained the five classes offered on-line: ELT 100 Basic Electricity, ELT 115 National Electrical Code, ELT 120 Electrical Machines, ELT 218 AC Drives, & ELT 104 Instrumentation. This will help with the class offerings for traveling apprentices and any Covid restrictions.
 - d. Greg explained the structure and content of the PLC course and the Instrumentation course.
 - e. Discussion about restructuring the ELT 220 Motor Controls course to add more PLC curriculum to it. Currently there is one chapter on PLCs with one lab. Adding more PLC curriculum to meet the State of Michigan standard would be the goal. Then the ELT 222 PLC course could be more in depth. Some contractors feel the PLC State standards would be enough for some of their employees. This would allow employers and students to have a choice to still take the PLC course or add another course.
 - f. Discussion about the new format of the Advisory board meeting starting 2022. All members agreed they would rather keep the current format. They like the current flexibility of schedule, access to Deans and LaJoyce, and feel a larger meeting is unnecessary.
5. Next meeting tentative date, April 22, 2022 via Zoom. (third Friday of April)

Minutes submitted by Tom Keena