"BUSINESS AND EDUCATION PARTNERSHIP"

POWER IN PARTNERSHIPS

How to Develop an Effective CTE Advisory Committee

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Careers Start Here

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Reasons Why Not

- Advisory committee

➢ I tried having a committee but, industry didn't care/doesn't show-up

➢ No one to serve on the committee

➢ Can't find 5 members to serve

➢ I don't want industry in my business

➢ **Its not my responsibility**

WHAT'S IN IT FOR ME?

Small group exercise

✓ How many students have completed your programs in the last 3 years?
✓ Name 5 companies that have hired your completers in the last 3 years?
✓ Of those 5 companies, can you name 3 people that your completers work for?

Getting your money's worth?

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Meetings?

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Insurance?

You wouldn't take the chance.

- ✓Auto
- ✓Home
- ✓Life
- ✓Health
- ✓Job ???

Employment Picture

Gross domestic product (GDP)

Current & future workforce (Labor Shortage)

H-1B immigration visas

Structural Unemployment

Bureau of Labor Statistics

Underemployed?

Labor Projections 2020 ~ 2030

Table 1.7 Occupational projections, 2020-30, and worker characteristics, 2020 (Numbers in thousands)

2020 National Employment Matrix title	2020 National Employment Matrix code	Occupation type	Employment, 2020	Employment, 2030	Employment change, 2020-30	Percent employment change, 2020-30	Percent self employed, 2020	Occupational openings, 2020-30 annual average	Median annual wage, 2020[1]
Automotive technicians and repairers	49-3020	Summary	877.3	889.2	11.9	1.4	10.6	86.5	$44,080
Automotive body and related repairers	49-3021	Line item	153.7	161.8	8.1	5.3	10.3	15.2	$45,350
Automotive glass installers and repairers	49-3022	Line item	19.7	21.5	1.7	8.8	5.9	2.3	$37,710
Automotive service technicians and mechanics	49-3023	Line item	703.8	705.9	2.1	0.3	10.8	69.0	$44,050
Bus and truck mechanics and diesel engine specialists	49-3031	Line item	275.4	296.8	21.4	7.8	7.4	28.1	$50,200
Heavy vehicle and mobile equipment service technicians and mechanics	49-3040	Summary	220.8	245.0	24.3	11.0	3.4	25.1	$53,370
Farm equipment mechanics and service technicians	49-3041	Line item	47.6	52.9	5.3	11.1	3.0	5.4	$43,880
Mobile heavy equipment mechanics, except engines	49-3042	Line item	152.1	169.9	17.8	11.7	3.5	17.5	$55,350

https://www.bls.gov/emp/tables/occupational-projections-and-characteristics.htm#top

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42% of grads are no longer in auto service 2018

"

14% Retail / Food Service

4% Maintenance

5% Military

4% Delivery / Logistics

8% Construction

18% Technical Trades

11% School / Training

10% Unemployed

8% Laborer

12% Other

2% Engineering

4% Farming / Agriculture

41% of Grads NOT in Automotive Service 2021

"

9% Maintenance

11% Retail / Food Service

9% Delivery / Logistics

10% Other

2% Business / Management

10% Technical Trades

1% Engineering

5% School / Training

11% Unemployed

11% Laborer

7% Military

2% Law Enforcement

6% Farming / Agriculture

7% Construction

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587

800

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# of Interns at Dubiski HS Grand Prairie TX.

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Quote CC committees meeting

First – last name stated ***** Company has been trying to hire new employees since February. The issue is finding employees experienced or even green, who will show up for work and stay. This results in only bidding one out of 40 jobs available, due to a lack of manpower.

The Leaky School To Work Pipeline

The automotive service industry needs 100K techs each year. We have more than this enrolled in ASE Accredited high school and college programs, but not enough of them make it to industry or remain in the workforce long term. Our challenge is student retention, both before and after graduation.

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THE CREDENTIALS LEAK

CERTIFICATE

As a result, we have:

- Out of 100 graduates, 20 never enter automotive service at all, and 21 more leave early on, leaving only 59 after two years

- High turnover in entry-level tech positions, wasted taxpayer dollars, and disaffected students

- Employers who cannot find the skilled entry-level techs they need

Not enough students see inviting career opportunities and study a curriculum that reflects current technology.

- 30% of high school students cited "I don't see a career path for me" as the reason for not taking the next automotive training class
- Only about half the training programs in the country use ASE Accreditation to align training to industry needs

Not enough students get the hands-on work experience prior to graduation that they need to be successful in the workplace.

- Graduates that don't have hands-on experience can lack workplace skills and have low productivity to start, and many leave the industry
- 62% of graduates still in the industry after two years participated in work-based learning, compared to only 47% for those who left
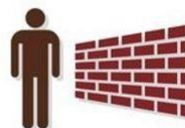
Not enough students are able to demonstrate their academic achievement and earn industry recognized credentials.

- Early use of credentials fosters professionalism
- Some schools use tests that are not meaningful to employers
- Students at ASE Accredited schools have a 10% higher pass rate on ASE Entry-Level Certification tests

By fixing the leaks in the pipeline, we would have:

- Better trained and more productive entry-level techs with higher retention

- Schools that are connected to local employers and aligned to their needs

- A technician for every job

THE LEARNING LEAK

THE SKILLS LEAK

Historical Perspective

Business and Education have been islands unto themselves

Results have not always been as good as they could be

In this century, our success will, to a great extent, depend on how well we develop these partnerships

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Advisory Committees
Business & Education Council

➔ **Types of Advisory committees**

➔ **Who should be a member**

➔ **Recruitment of members**

➔ **The purpose of the proposed committee**

➔ **Time, location & agenda of the committee**

➔ **Follow-up of Advisory Committee minutes**

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Types of Advisory committees

Career & Technology committees

Shared Committees

✓**Program specific Committees**

Advisory committee Handbook

http://www.asealliance.org/ASEIEA-wordpress/wp-content/uploads/2016/05/Advisory_Committee_Handbook.pdf.

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Who should be a member

- ✓ **Employers**
- ✓ **HR Personal**
- ✓ **Staffing Agencies**
- ✓ **Chamber of Commerce**
- ✓ **Technicians/related occupation**
- ✓ **Parents** (*current & former students)*

- ✓ **Suppliers**
- ✓ **Instructors** (*secondary & post-secondary*)
- ✓ **Former Students**
- ✓ **Administration**

Recruitment of members

- ✓ **U.S. Mail**   **(poor response)**
- ✓ **Visit to employers**
- ✓ **Phone**
- ✓ **E-mail**

- ✓ **Determine a chairperson**
- ✓ **Outlook calendar to schedule meetings**
  - * Include agenda
    - * Past meeting minutes
    - * Location
    - * Additional information

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The purpose of the proposed committee

WHAT'S IN IT FOR ME?

Industry Advise

Technology Changes

Employment Opportunities

Program improvements

Certification Program/industry

Perkins Funding

Review graduate follow-up

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Quote CC committees meeting

Program success is based on recruitment of highly motivated students and being able to advise employment opportunities within Arizona; it is up to the student to seek employment (resume, interview, etc.). ***Instructors cannot be responsible for a student's success or failure in the job arena; this is the student's responsibility.***

Time, location & agenda of the meeting

❖ Time & date
(What is best for industry)

  Mornings   (before school)
  Lunch   (Best for Industry)
  Evening (Not always best)

Schedule meetings 45 days out   1-1-1

1 Month - E-mail and/or text
1 Week - Email/Phone by students
1 Day - Phone by students

❖ Location

  Program Lab/shop (always first meeting)
  Conference room
  local businesses

❖ Agenda

  Time allocation (Don't run over)
  Curriculum (industry recommendations)
  Program Facility Evaluation
  Barriers to entry

Sample Agenda

Welcome

Introductions

Discuss Employer Needs
    Skills required
    Recommended credentials/certification
    Barriers to employment/screening

Employment Potential/Staffing Needs

➢ Internships/Work Based Learning

Program Accreditation Tasks and/or Skills

Any Additional task/skills

Budget

Conduct Facility Evaluation Including Recommendations

Open Discussion

Set date for next meeting

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Committee Chair talking Points

Business & Education Advisory Meeting
Agenda

Welcome
Determine who will provide the welcome normally, a principal and/or committee chair

Introductions
Ask each person to introduce themselves including title and company

Discuss Employer Needs
Open discussion with employers to determine what they need and expect

- Skills Required Find out what they need and compare to what you are planning to teach
- Possible Credentials/certification Things employers are looking for and will make your students stand out on a resume
- Barriers to entry (screening process) Will they require drug testing, Background check, Driver license and credit check and any other items that could stop your students from being employed.

Employment Potential/Staffing Needs
What is their current need and estimated need in the future?

Program Overview
The instructor should provide the committee with a program overview and measurable outcomes that the students will achieve.

Facility Evaluation (if Applicable)
If the program has a lab/shop area it is important for the committee to see what you have and more importantly what you don't have. Create a check sheet for the committee to use. Ask them to look for safety and environmental concerns and review the condition of all tools and equipment.

Facility Recommendations
Any and all ideas found by the committee should be notated in the minutes and discussed. If possible, determine when and how the concerned items will be addressed. Any items that require additional review would be reported back to the committee at a later date.

Budget
Provide the committee with an inventory of equipment, software, training material and all items the program already has. Ask the committee for advice and recommendation on what the program will need to meet the outlined and potential skills industry needs

Set date for next meeting

Sample Facility Evaluation

FACILITY EVALUATION CHECK LIST

SCHOOL NAME:_____ Date: ___/___/___

Secondary ☐   post-secondary ☐

INSTRUCTOR (S): _____

Other Attendees: _____

SHOP TOUR

1. FIRE SAFETY

Problem OK
Area

Problem Area	OK	
☐	☐	Sufficient number of extinguishers (requires a minimum of 3)?
☐	☐	Easily accessible (nothing blocking the path or the floor below)?
☐	☐	Highly noticeable (should be marked with red square behind Extinguisher)?
☐	☐	Are they charged and properly tagged and are the inspections current?
☐	☐	Are the exits properly marked?

2. Eye Safety

Problem OK
Area

Problem Area	OK	
☐	☐	Do they have eyewash?
☐	☐	Is it easily accessible in an emergency?
☐	☐	Does the eyewash have proper drainage?
☐	☐	Is the eyewash highly visible?
☐	☐	Do all the students have safety glasses?
☐	☐	Are all the students wearing safety glasses?
☐	☐	Are there extra safety glasses for visitors?
☐	☐	Are there face shields and goggles?

3. General Shop and Equipment

Problem OK
Area

Problem Area	OK	
☐	☐	Does all equipment have shields and guards?
☐	☐	How do they store chemicals and cleaners?
☐	☐	Fireproof cabinet?
☐	☐	Air hoses in good condition? No hose clamps to hold fittings!
☐	☐	Oxygen/acetylene bottles properly tied down?
☐	☐	Ear protection?
☐	☐	Safety posters?
☐	☐	Floors clean?
☐	☐	Do Yellow and Red lines mark the floor properly?
☐	☐	Aisle and walkways clear and marked?
☐	☐	Solvent tank or tanks in proper working order w/ a proper method of fluid disposal?

☐	☐	Water based solvent preferred.
☐	☐	Proper storage of oily rags?
☐	☐	Proper disposal of waste oil and oil filters?
☐	☐	Proper disposal of anti-freeze?
☐	☐	Proper disposal system for old tires and batteries?
☐	☐	Is there a tire rack?
☐	☐	Frayed electrical cords or improperly grounded cords? Must have 3-prong male connector.
☐	☐	Drop lights (fluorescent preferred)?

4. Miscellaneous Shop Needs

Problem OK
Area

Problem Area	OK	
☐	☐	Classroom independent and separated from shop working area?
☐	☐	Proper ventilation system in place for exhaust exit from shop?
☐	☐	Equipment storage blocking exits, fire extinguishers, aisles, fire alarm, eye wash or emergency electrical cut-off?
☐	☐	SDS (Safety Data Sheets) binder or sheets readily available?
☐	☐	First Aid Kits available?
☐	☐	Are first aid kits properly stocked on a regular basis?
☐	☐	Adequate storage of material and supplies?

5. General Shop Condition

Problem OK
Area

Problem Area	OK	
☐	☐	Overall shop area clean, neat and well lighted?
☐	☐	Are the workbenches clean, neat and free of clutter?
☐	☐	Housekeeping chores attended too daily?
☐	☐	Housekeeping system in place to maintain an overall clean shop appearance?
☐	☐	Scheduled inspections by administration?
☐	☐	Scheduled inspections by local industry?
☐	☐	Scheduled inspections by advisory board?

6. Collision Repair

Problem OK
Area

Problem Area	OK	
☐	☐	Vacuum-air sanders only?
☐	☐	Hazardous spill response kit?
☐	☐	Fire blanket and case?
☐	☐	Fresh air make-up system?
☐	☐	Waste disposal system that meets local, federal and state regulations?
☐	☐	Are there Respirators and are they of the proper type?
☐	☐	Eye wash basin?
☐	☐	Safety shower?

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Sample Meeting Agenda
Second meeting

Welcome

Introductions

Review & approve minutes

Review curriculum

Highlight where employer needs are covered

Including additional tasks

Update on facility corrections

Summarize student & graduate surveys

Discuss possible recommendations

Update on purchases for the program

Internships/Work Based Learning

Set date for next meeting

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Sample Graduate Follow-Up Survey

Automotive Technology
PROGRAM EVALUATION
Graduate Follow-up
(after graduation)

Name_____   Today's Date_____
Year Graduated from School_____
Place of Employment_____
Phone_____
Email Address_____
If you are not employed in the automotive industry, please explain the reasons.
_____
_____
_____

Please complete the following program evaluation form as to how well the courses prepared you for employment in the "real world". Rate each item on the following five-point scale.

1	2	3	4	5
not at all	very little	somewhat, needs improvement	average, adequate	exceptional above average

Equipment

1. Tools and equipment were the same as those used in industry.   1 2 3 4 5

2. Tools and equipment were available to all students.   1 2 3 4 5

3. The quantity of tools and equipment were sufficient for effective instruction.   1 2 3 4 5

4. Manufacturer's service information was available and utilized.   1 2 3 4 5

Suggestions for improvement in this area:
_____
_____
_____

Instruction

5. Instructors maintained and modeled professionalism.   1 2 3 4 5

6. Material was presented in a concise, efficient, and accurate manner.   1 2 3 4 5

7. Up-to-date multi-media materials were used for instructional purposes.   1 2 3 4 5

8. Texts contained relevant material and information   1 2 3 4 5

Suggestions for improvement in this area:
_____
_____
_____

Safety

9. Safety rules in the lab were consistent with those in industry   1 2 3 4 5
10. Safety rules were enforced at all times   1 2 3 4 5

Suggestions for improvement in this area:
_____
_____
_____

Overall Program Effectiveness

11. The Auto Tech program prepared me for work as an automotive technician.   1 2 3 4 5

Suggestions for improvement:
_____
_____
_____

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Which of these groups have visited your program or presented / provided a virtual speaker this year? Check all that apply.

ANSWER CHOICES	RESPONSES	
Community college automotive programs	38.89%	525
Private/for-profit automotive programs (Lincoln Tech, UTI, WyoTech, etc.)	42.30%	571
Local auto repair shop or dealership	27.19%	367
Former automotive students	24.89%	336
Military recruiter	19.85%	268
Other (please specify)	18.07%	244
Total Respondents: 1,350		

Only 27% of high school automotive students saw a presentation of career opportunities from a local repair shop or dealership.

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Which statement BEST describes your reason for NOT enrolling in the next automotive class?

ANSWER CHOICES	RESPONSES	
My friends are not enrolling in the next level class	0.90%	2
I have other required courses I need to take	25.79%	57
The program is not what I expected	9.50%	21
I don't see a career path for me in the automotive industry	30.32%	67
The next course is not offered	4.98%	11
I have a scheduling conflict	5.88%	13
I'm taking a different CTE course	9.05%	20
Other (please specify)	13.57%	30
TOTAL		221

#1 reason – "I don't see a career path for me in the automotive industry."

Advisory Committee minutes & Follow-up

Taking minutes

Ask someone to take minutes prior to meeting

Reference the person making the statement.

Detailed minutes (avoid bullet points)

- ✓ Recommendations
- ✓ Discussions
- ✓ Facility improvements
- ✓ Concerns & corrections

Copies of minutes sent few weeks after to:

- ✓ All members
- ✓ Campus Principal/Director
- ✓ Career & Tech. Director
- ✓ School Board Members
- ✓ Superintendent Office
- ✓ Dean
- ✓ Department Chair
- ✓ Provost Office

ADOPT A SCHOME   BROCHURE   CONTACT

ADOPT A SCHOOL

Need to hire good service technicians? The answer is right down the street - at your local high school or college.
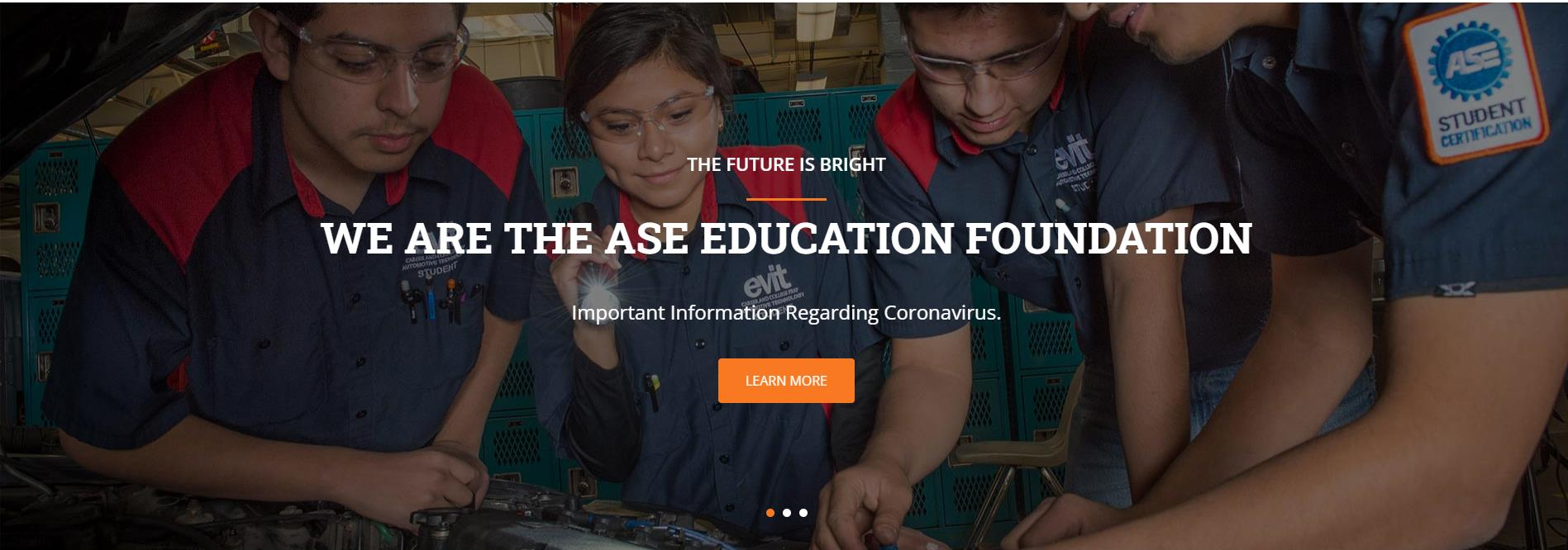
Demand for automotive technicians is greater than ever.

More baby boomers retire every day, and we are competing with other skilled trades for the best young people. Sure, you can hire seasoned techs away from other businesses. But that's costly and there is no guarantee they will stay for long or fit into your business culture. There is a better way. **Grow your own!** Yes, that takes time, but it enables you to choose and nurture the technicians who will grow with you and are more likely to stay
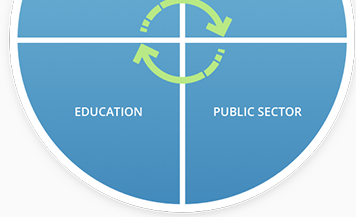
program enables businesses to provide support to their local schools, while simultaneously providing those businesses with access to up-and-coming automotive service professionals entering the work force.

Complete the form below and we will provide you access to the Adopt-A-School Toolkit. It consists of activities, videos, presentation tools, checklists, best practices, talking points, engagement ideas and so much more. We will also put you in touch with a local ambassador, one of our Field Managers, to help you connect with schools in your area.

Ready to get started?

Complete the form below.

Adopt-A-School

Name *

First | Last

Email Address *

Company Name

Phone Number

– ### –

ZipCode

Please check the box below. *

[ ] I'm not a robot
reCAPTCHA
Privacy - Terms

Show Me the Toolkit

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Submissions Forwarded to Field Managers
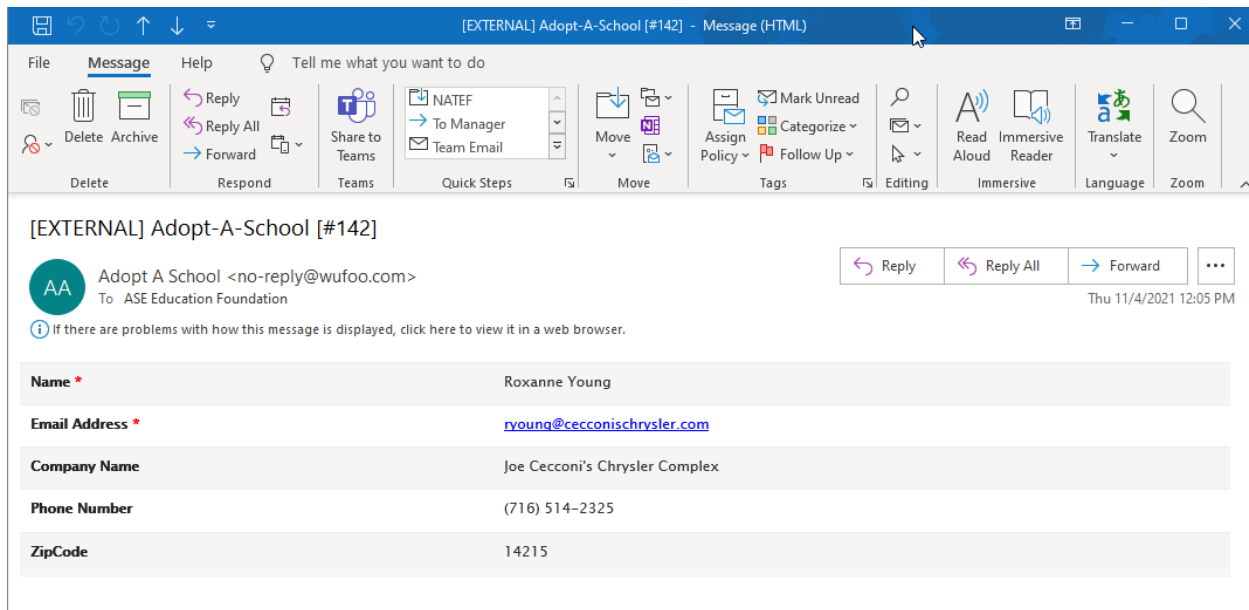
Simple, Step-by-Step Process

- ✓ Why Adopt-A-School
- ✓ How to get Started
- ✓ Make a Donation
- ✓ Serve on the Advisory Committee
- ✓ Connect with Students
- ✓ Support the School and Staff
- ✓ Transition Students from School to Work
- ✓ Raise Community Awareness

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Consultants
Highly paid and used by many

Governments

Military

Corporation

Small Businesses

Towns & Cities

Schools& Education

Non-profits

Others

Having an Advisory Committee is like having consultants and not receiving an invoice.

Thanks to our Industry Partners !

Questions and Answers

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Thank you for your time and support!

George Arrants

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