

**Program Name: Construction Management Technology– South Campus**

**Advisory Committee Meeting Minutes**

CHAIRPERSON: Robert Benda , CEO, Westwood Contractors		
MEETING DATE: November 10, 2017	MEETING TIME: 11:30-a.m. – 1:30 p.m.	MEETING PLACE: SETC 1214- South Campus, Business & Technology Building
RECORDER: James Howard		PREVIOUS MEETING: February 17, 2017

MEMBERS: (P = Present)

OTHERS PRESENT:

P	Name and Title (List all members)	Business Affiliation
p	Robert Benda, CEO	Westwood Contractor Inc.
P	James Norwine, Assistant Project Manager	Key Construction
P	Greg Garced, Project Manager	Michael Baker Inc.
P	Rebecca Burleson, VP Client executive	Linbeck Group
P	Ben Muro, Vice President	Acme Brick Co.
P	Paula Hunter-Prekins, VP-HR	D.R. Horton, Inc.
	John H Martinez, President	Regional Hispanic Contractors Association
	Keith Thomas, Construction Management tech. Instructor	Tarrant County College - South
P	James Howard, Construction Management Tech. Coordinator-Instructor	Tarrant County College - South
P	Chris Noonan, Department Chair Building Tech.	Tarrant County College - South
	Ernest Gines, Dean, Division of Business and Technology	Tarrant County College - South

Meeting Called to Order:	<ul style="list-style-type: none"> <li>• Bob Benda officially calls the Fall meeting of the Industry Advisory Council officially to order. With the meeting called to order B. Benda turns the program back over to James Howard.</li> </ul>
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AGENDA

Agenda Item	Action, Discussion, Information
Approval of Minutes from Last Meeting	<p>Motion to Approve: bob Benda approval of the minuet's from the February meeting. Signed by Bob Benda presented a Motion to approve the Feb meeting minutes. Motion to approved, approved</p>
New Business:	<ul style="list-style-type: none"> <li>• James Howard Thanked those present at the advisory committee meeting for attending.</li> <li>• Introduces himself as the new Coordinator of the construction management project inherited from Dr Bagcal. Noted the great job that Dr Bagcal has done and that very large shoes to be filled. Excited to continue the growth of the program.</li> <li>• New business this spring to include the High School visitation program.</li> <li>• Introduction of Chris Noonan and his welcome of those participating in the meeting</li> <li>• Introduction on new management team headed up by James Howard as the coordinator.</li> <li>• Introduction of Keith Thomas, new instructor in the construction management department, previously with the Linbeck Group</li> <li>• Chris Noonan noted that the team is just as committed as Dr Bagcal to the continued growth of the construction management program.</li> <li>• He is still very involved with the program. Has helped the program grow at a rate of 10%/year.</li> <li>• Please provide any feed back</li> </ul>

- Chris Noonan stated that the college really wants to start grooming the high school students to be aware of the opportunities that are out there for them. Not all students want to do a 4 year degree.
- There is a lot of money to be made with a two year degree. Or even with a certificate depending what that student wants to do.
- We as a group can do a better job at in that area in going in and talking to the high school students.
- Students want to know what time frame to achieve a certificate and what type of salary they can look forward to.
- Goal to let the students know that there is another avenue that they can follow in lieu of a four year program.
- Service industries are on the grow, cm HVAC industrial maintenance. Need to focus on those students and bringing them in.
- Bob Benda has had the opportunity of sitting in on a couple of high school meetings. TCCD has a lot going on and a lot to offer the high school students at all of the campuses.
  
- The task for the team at TCCD to work together in today's huddle and to take the time out of your busy schedules to get in and talk to the HS students 8<sup>th</sup> 9<sup>th</sup> 10<sup>th</sup> grades. Get them signed up for dual credit because they can finish school quickly, Acquire a low cost education, gain college credit towards construction management.
- They will be able to get their foot in the door so when they graduate they can go and get a job with the mind of coming back to finish up their certificate or degree and move on to the University level if they decide
- Give them a pathway and show them what is available out there.

- Bob Benda; I think we all have the challenge in finding competent team members. Manufacturers and suppliers are struggling in finding people to put the bricks in place or prime contractors or electricians having enough manpower to maintain the schedules. We are all challenged with this.
- Need to establish ways for people to come to us has not been an effective strategy. The opportunity to get down to the middle school level where public school now are really could lead children to help take a and declare a clear path and follow a curriculum that will lead to a successful realization of that career path is what we need to getting that message out of the attributes of a career in construction.
- Recent opportunity: Delegation from one of the inner city middle school , 70% Hispanic, many of the families coming from a heritage of construction but not have seen beyond dads career as a tradesman to see the business opportunities. Or understand the academic needs to be able to balance the books as well as put the work in place.
- We think that there is a real opportunity as an industry to get out and assist the faculties with helping these kids understand the opportunities. Model some of the opportunities for the kids will start to build a level of interest in our profession
- Chris Noonan, in addition the area high schools have created CTP centers. Mansfield HS has a construction program where they have created a hand on program building small houses “dog houses”. Believe that this is the first step in getting the students interested in the CM program. Creating the skill sets. Would like to embed the instructor with our

curriculum so they can get college credit, to finish up and get a certificate, go to work and or come to TCCD to complete whatever their needs are.

- They can pursue what avenues, interest as they move forward.
- A number of high schools are offering dual credit courses. Opportunities in the Arlington school district to embed CM into the curriculum. NC noted that a meeting in the near future to discuss curriculum and will follow up with the outcome.
- Chris Noonan suggest starting small on visiting the schools to work the bugs out and continue to grow the awareness among the HS student about the CM program at TCCD.
- Chris Noonan and thanked the committee for any input that they may offer to the program. And turned the meeting back over to JH and KT
- James Howard asked for each attendee to introduce themselves. Introductions
- Becky Burlison with Linbeck, James Norwin with Key Construction .... See the sign in sheet,....
- J Martinez comment; discussion point .. its about really educating the student.... if they can see that the people around them have a ladder to go up, as opposed to observing a tradesman laying brick for the past 50 years they will not probably go in that direction.
- The programs accountability to the state board of education and ACCR national accrediting body is that we have a legitimate independent functioning industry advisory board that constantly gives unfiltered feedback to academics about the real world and to make sure that we are connected.


MINUTES

Meeting Discussions:		
Curriculum Decisions:	<ul style="list-style-type: none"> <li>• J. Howard update on the program</li> <li>• Currently 230 students</li> <li>• Ten to fifteen students are graduating in spring.</li> <li>• Seats are opening to accommodate the enrolment numbers.</li> <li>• James Howard thanked the committee for the scholarships that were provided by each of the companies.</li> <li>• James Howard thanked B. Burleson for the funds donated for the students to go to the national HB convention.</li> <li>• Housing Awarded, the first report will go out at the end of next week. Thanks to Dr Bagcal for his help in assembling the report. Will go</li> <li>• James Howard noted that the Greater Fort Worth Home Worth Association will be helping with speakers, to speak at the student meetings. They are thrilled to be a part of the campus regarding internships, speakers and opportunities.</li>   <li>• B. Benda, what particulate types of roles are you looking for as speakers. James Howard noted, roles involving what the speakers position does for the company and what the company is offering. Their expertise within the company and what is happening within their industry at this time, what to be expected if an intern or new hire is brought onto their company.</li> <li>• B. Benda, are you looking for people to speak that are in a central staff and management role within the industry or those that are in the field in production roles .</li> <li>• It was noted by a former student from TCCD now with Key Construction noted that the education</li> </ul>	

received at TTTD would not be wasted. The curriculum learned at TCC applied to the jobs and opened the door for advancement with in his company along with networking has opened new doors. In summary, when a speaker comes that they encourage the student that their experience at TCC will be profitable and provide growth opportunity's

- B. Benda, Question arises when speaking with students, fixed immediately and focus on getting a job which is perfectly reasonable.
- How much coaching do students get in articulating what they want out of a career beyond a "job". It's very hard to help a young person when you ask them what they want to do and they say they want a job. The goal would be to get them past the mind set of I want a job. B. Benda, as an employer they are looking for sustainability in an employee. If a candidate does not know where they are going they may not be a good investment to the company as a potential employee.
- I will be easier to help the candidate fine opportunities if not with an interviewing employer but as a referral if the candidate understands the career path that they are looking to obtain.
- The more mature students have a better handle on the career that wish to follow as opposed to those students that are just entering from high school.
- James Howard would like the speakers inform the student of what is out there as a career within their company to get the student to think about what they want to do. James Howard noted that as a student his initial focus was on being an architect without a forward though on what he wanted do beyond achieving a degree in architecture.
- Companies have programs that develop qualified student within the companies to develop their

strong point and help direct the into project management, manufacturing

- K Thomas noted that the majority of students that are pursuing project management believe that the path is to complete the program and work for a large construction company not knowing that there is a large subcontracting industry that is in need of construction management personnel and have positions for project managers.
- Students will need to be coached on being able to articulate their interest. They will need to have the vocabulary to express to the companies out there what their interest are and what they are looking for in a career.
- It is important for us to inform the student so that the companies that they pursue are a right fit and matches the student's career goals.
  
- Questions for students..... What do you want to do with your education, how do you want to live, and what kind of life style do you want because .....
  
- Develop the student's passion thru construction to do what you want, to gain the lifestyle that they desire. A commitment must be made by the student in order to achieve their goal.
- The question of " what do you not want to do" should be asked of the student. Student begin down a path only to discover once engaged that he path chosen is not what they thought that it would be or they gain a greater interest in a different related path.
- Suggestion to create a series of lectures and presentations that speak to the different personal journeys and or ladders that those in the industry have taken to get the position that they are at now.
- A series of these lectures are needed, the students need to hear more of these stories... technical companies are the starting point...



	<ul style="list-style-type: none"><li>• There are a series of steps to get the student thru the process and prepare them for the industry where they will have the best fit and success growing with industry.</li><li>• A selection of speakers that the students can relate to, be it from the trades or the profession to help them develop their vision based on those in the profession that they can assimilate with and look up to.</li> <li>• Bob Benda, From an execution standpoint of how to mesh the committee as a resource with the need of the program Bob Benda requested that a template be provided of the sessions that need to be filled and a signup sheet where the committee could circulate and we could do it or have a resource to do it to fill in the dance card “so to speak”. Between this thought and the initiative that Chris Noonan spoke about regarding appearing in high schools we want to be sure to get everybody signed up somewhere and eliminate conflict in scheduling</li><li>• [ Side though..., our students could go to their previous high schools to speak]</li><li>• James Howard mentioned that he and Becky Burleson, during the first of September, visited the Cate Center in Crowley. They had the opportunity to talk to their construction group predominantly composed of seniors. It was a good session and the kid were interested in what the TCCD program had to offer.</li></ul>

Meeting discussion:

- Introduction of Dean Ghines, appreciate the collaboration with the industry in acknowledging the addition of Keith Thomas to the construction management department.
- Commented on his recent visit to Mansfield high school to visit the expansions and their interest in construction technology, welding, and criminal justice. Many of the corporate partners are going through the same challenges and reaching into the high schools. Competition with The T10 program and other school for access to the high school students graduating.
- Three quarters of a million dollars has been donated toward the T10 program. Students will be working on hybrid vehicles. Students will be working with ONCOR on the lineman program. Partnership with NC3 an consortium with again the industry partners such as Trane and the Festa Group. Many major industries are interrelated industrial maintenance, construction. PTECT program pathway with the schools and industries partners initiative.
- Dean Ghines appreciates the help of the committee participation in the program. Giving the students a taste of success to build their confidence. It is important to get involved with the students early in their school experience.
- Feasibility study to expand the welding program in the interim as the program grows.
- The facility is expanding we are busting at the seams. A snap shot of what is going on at TCC.
- Line tech program is in need for instructions
- Thanks' again,

- James Howard, Workforce Grant . A grant set up to bring in and train personnel in the trades. A separate program from the accredited classes including the instructors. Three adjunct professors are being added to facilitate the program.
- NHBA
- Bob Benda approval of the minuet's from the February meeting. Signed by Bob Benda presented a Motion to approve the Feb meeting minutes . Motion to approved, approved
- Spring job fair scheduled for April. Requesting committee suggestion from the committee members.
- Offers need to be made early in the fall for the spring in that all of the companies are competing for candidates.
- Suggest the job fairs be conducted early in the semester each semester.
- Suggested job fair schedule for next semester to be scheduled towards the end of January to mid-February 2018, early March.
- The lower tier trade recruitment cycle is much shorter that the general contractors. Their backlog will be much shorter that the general contractors. Planning for the job fairs may have different scheduled times depending on trade or general contractor recruiting of students.
- Keith Thomas suggest sending out introductory letters to the area companies to let them know that

TCC is here and what we have to offer in the CM program.

- Students coming thru the program do go thru the internship program. The GP planning is a longer view lenses in regard to intern selections.
- James Howard suggest four hiring fairs per year, Late February early March and schedule out for next year so the companies can plan for the future dates regarding job fairs. September March planning.
  
- James Howard noted that the reaccreditation is coming up next spring and approaching the 5 year renewal. The system process has changed. Outcomes student, class and program are now being measurements. Will be reaching out for the committee feedback.
  
- Bob Benda, after the minutes there is a evaluation form to be filled out by the committee member.
- James Howard excused himself to pick up lunch.
- Bob Benda completion of the questions,
- Industry usage of applications and program that are on the horizon.
- Keith Thomas Bluebeam application suggestion as a very valuable tool for the students.
- Lean and Last Planner Processes.
- Horizon views of the last planner and incorporate into the curriculum.
- The tools need to incorporate the teaching
- Procor free program, easy to use
- Students need to understand the logic of the program and will be able to understand the use of the program. An introduction of the tool and how the tool is used. Understanding the basics.
- Bob Benda. Conceptually all of the possibilities.. some type of corporate collaborative partnering is coming from the very

top of the TCC organization. It occurs that possibly some type of collaborative program with ProCor , Bluebeam and with whoever else that is relevant for supplement extracurricular outside CE where there is some way we can monetize giving those vendors access as continuation in providing their services. TCC gets a sponsored mention of blue beam and they get access to give them immersive experience in how to use it. Becky Burleson noted that there is also an opportunity to provide industry retraining.

- These companies' providing applications and software get access to the TCC student but also have the opportunity thru TCC to provide industry retraining. There is a potential partnership.
- For TCC to be successful TCC needs to focus on what is effective. And push everything else aside.
- Becky Burleson noted that Construction management is an educational field. It has an application in multiple things. It is not craft training it is not line production training. It is a managerial discipline and you need to protect that turf.
- Bob Benda, Concern with this schools work force labor program being a distraction from our core mission, not that it is not needed and not that it is not industry relates. But not necessary the competency that support the program
- Need to find out how to better access the facilities at TCC as the industries partners. It is important to get people (industry partners) into the facility that will grow the awareness and create opportunities for TCC and the CM program.
- There is confusion on how to access the facility for partner use. Ask James on how to better access the facilities.

	<ul style="list-style-type: none"> <li>• Get the teaching scheduled published so that the industry partners can plug into the opportunity to speak to the students.</li> <li>• Need to keep people involved by calendaring the classed and giving those an opportunity to visit the campus.</li> <li>• Need to fill in the committee on the structure of the labor work force grant. Prepare a white letter explaining the specifics of the Work Force Grant</li> <li>• James Howard noted that the Work Force Program is Independent from the CM program no cross pollination of instructors. The grantor will be ..... The grant size is ..... James will get the committee further information on the program'</li> <li>• Students will come from the local area.</li> <li>• Students, funding and tools will be provided.</li> </ul>	
Other:	<ul style="list-style-type: none"> <li>• Be sure to fill out the information forms. Need the information to update the advisory list.</li> <li>• There if food in the Fusion Room...</li> <li>• Adjoured</li> <li>•</li> </ul>	
CHAIRPERSON SIGNATURE (or designee):  Bob Benda , Advisory Committee Chairperson	DATE:	NEXT MEETING:  Spring 2018