

Present: Tish Sampson, Tim Sampson, Jason LaCroix, Richard StJean, Jessica Dade, Peggy Proko, Matthew Brickey, Jim Kane, Michael Letizia, Rebecca Philbin, Tim Hogan, Stan Medaj, Christopher Stevens, Jeff Lent, Ryan Bourassa, Hao Nguyen, Tony Orazio, Elijah Cormier, Eric Willett, Ben Wagstaff, Lucille Jordan, Robyn Griswold, Brian Moore, Jason Felton, Karl Wunderlich

1. Introduction and Enrollment discussion

Member introductions for all current and new members

Enrollments currently stand at 7 freshman and 8 seniors, All 8 seniors are on track to graduate in May. 2 other seniors are finished with classes and are working at their internships. The plan is to set up a meet and greet in November to help with getting the freshman placed at dealers.

2. Recruiting Efforts:

The hope was that someone from admissions would be present for the meeting but they were out of the building for the day with meetings. Many recruiting events have been setup to try to recruit more students to meet the 12 minimum that Honda would like to see. Effort is still being made to set up even more events. Honda is coming out with a 1 minute and a 5 minute video that can be used to help with recruiting. The possibility exists for the school to also produce their own video to help with this also.

3. Updates and News

Over the summer Al Derosa left to take a position elsewhere. The Honda classes are being covered by the auto instructors Tim Hogan and Ben Wagstaff who have extensive Honda training. They will also be helping out with the spring classes. The school will revisit the possibility of hiring a new instructor next year. If Tim and Ben need to continue teaching Honda classes they will need to attend the Honda training center to complete their training.

The dealers were asked how they felt about the summer class that was in place. They all agreed that they would like to see it go away in favor of having the students at the dealer full time. The senior

The school currently has 2 Honda Insight hybrids in their possession. Brian Moore is going to look into seeing if the Honda curriculum could be changed to allow the PACT programs to administer the hybrid modules. Jason will ask the dealers at the dealer visits what they would like to see in that class and work on producing a new class to cover that. Also discussion was had about adding some soft skill training into the classes potentially in the service and maintenance class so students will be ready to interview and work at their internships

4. Goals

Short Term:

Discussion was had on what training needs to be completed for the instructors to maintain full program compliance. Jason needs to complete 10 training center modules. Ben Wagstaff needs to complete a couple of self-study modules and Tim Hogan will need to finish modules at the training center.

Increasing enrollment efforts. With the help of admissions Jason has set up a fairly aggressive recruiting calendar. This schedule is set up until the first week of November. Recruiting efforts will lighten up towards the end of November to allow for focus on the end of semester work that needs to be completed with current students. Recruiting efforts will resume after the first of the year. The focus for