



# MEETING MINUTES

Committee: Honda PACT Advisory Meeting

Date: 3/11/2020	Time: 10:00 am
Facilitator: Jason Felton	Note Taker: Jason Felton
Location: Nashua Community College – McIntyre Conference Room	
Attendees: Brian Moore – American Honda, Jessica Dade – NHADA, Matthew Brickey – Sunnyside Acura, Joe Palmer – AutoFair Honda, Samantha Belcourt – NCC, Laura Tremblay – NCC, Robyn Griswold – NCC, Tim Hogan – NCC, (5)Honda Seniors, George Dykstra, Barry Garside – NCC, Lucille Jordan – NCC	

## Minutes

Agenda item: Program Statistics

Presenter: Jason Felton

Discussion:

5 students on track to graduate in May, 5 current freshman that are all working at dealers. Future enrollment stands at 3 that are fully accepted into the program for fall with 1 of them being from Vermont. 15 students on the incomplete application list. They will continue to be contacted to get them in to complete the process of being accepted. The question was asked about why the enrollment dropped off so much over the course of the academic year. 3 people were no shows, 1 for lack of grades, 1 for Person responsible

	<u>Deadline</u>
Continue recruiting efforts	Jason Felton      Fall 2020

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Agenda item: Recruiting efforts

Presenter: Jason Felton

Discussion:

Recruiting efforts will continue with high school visits and career fairs. NCC will hold a career discovery day in April. The schools that are invited are from both NH and MA that are local to the school. NCC marketing is creating "I AM NCC" posters to hang up in the hallway leading to the automotive shop. The hallway is going to be decorated with posters.

the phrasing changed. Thank you to Jessica Dade and her crew for promoting the vent and the program. Jessica agreed to send any future videos to Brian for approval. Jason asked if there are any changes that need to be made to the program to prepare the students for work at the dealership. The biggest thing was that the students were able to perform a check over on the cars as they came in in a timely manner which we do. The dealers agreed that we do a good job at it. The dealers feel that we do a good job at preparing them for industry. There are going to be some changes made to the program to help the students with completing the program. These changes include removing a minimum c grade in 2 classes and adding it to 2 other classes. The idea of a certificate program was presented which would entail 2

Continue with recruiting efforts and events

Jason Felton

ongoing

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## Other Information

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Special notes: Dealers will be polled about the next advisory meeting as to when is convenient to them. A tentative date was set for September 16th at 10am.

## Pending Action Items

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<u>Pending action item</u>	<u>Person responsible</u>	<u>Deadline</u>
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