

## GCPTA Meeting Minutes – Friday, November 13, 2009

1. Introductions
2. Breakfast Sponsor – Polaris Engineering – Gerry Obluda gave a brief overview of the company and their abilities  
Minutes were sent out electronically – for the July 24 meeting. Motion made by Jay Gross and seconded by Dave Conrad to accept minutes as they were sent out. Minutes were approved by unanimous votes. New member applications were announced and John Hough made a motion to approve the new members and Jay Gross seconded that motion. The new members that were approved by unanimous vote - Kevin Livingston of Heart of Georgia Technical College in Dublin, GA and Thomas Adams of Delek Refining, LTD in Tyler, TX.
3. Industry/Student Interaction through Student PTEC Clubs –  
What purpose? Started to have a way for students to enhance their experience on campus, go on tours, network with industry  
Most difficult challenge – getting people to do what you want them to do; motivation to put forth effort to attend and participation  
Much paperwork required to have activities and complete the details  
Much work goes on behind the scenes  
Chance to go out on Tours of campus  
Industry assistance in learning about PTEC  
  
Shell provided a gas card to each panel participant
4. State of Alliance Report  
2009 in Review – New President Presiding in 2009, New Secretary Presiding in 2009, New Treasurer Presiding in 2008 and 2009, New Standing Committee for Membership  
Texas Chemical/Refining Skill Standards Reviewed, Revised and Updated, Approved for Recognition by the TSSB, Revised and Updated the Alliance bylaws, vision, and mission, Developed Venue to Engage Vendor Members in Alliance Committee Work  
27 new members during the 2008-09 year, Region extended to First College Members in Alabama and Georgia, Financial improvements – Meetings – venues sponsored by College and Industry Members, Credit Cards – registration fee payment accepted online by Credit Card, Web meeting pioneered – attend meetings via the web; Budget process – developed tool to identify budget line items for added transparency and to help facilitate restructure of budget; Online banking – Automatic draft used where possible, savings from new teleconference software savings on cost of doing business  
WHAT’S AHEAD in 2010: Develop a User’s Conference, Work for the Curriculum & Education committee; Develop marketing tools; Implement student memberships; Pursue

grant funding to increase GCPTA/PTEC Awareness; Growing and Maintaining Our membership

New Idea – Mike Kukuk – Spring Training workshop or conference – there is a need for training development, build instructional activities, deliver training materials, - is a gap for - looking at date in Spring late May – focus on conference to offer training/development - show of hands of how many people attended old API training conference– 8 ; how many think this would be a good opportunity to pursue ~ 40; Need interested people to help to plan this activity – Eric Newby and Mike Kukuk will be working on it – are there three people to help pull – Dave Young - Simtronics, Linton Lecompte - Sowela, Dewey Greer - Kilgore college, and Keith Tolleson – Nunez. Rocky Melder from Lamar Orange, Nat Byrom – Valero Refining, Curt Thompson – Ascend; Donnie Grossi – Westlake – will talk at lunch.

Student membership would be a feedback to the organization, students might be a way to tie back to industry, would be have to paying members? Would they need to be voting members? New Jersey has student chapter affiliates – not members but affiliates; students at Kilgore have one student sit in meeting; Nunez has one meeting a year where all the students are invited to mingle with industry and then leave.

Now have a third party that does bookkeeping for us, procured the services of a CPA firm that does the books, and the books are auditable

Education partners might be resources for some of the things we need to do like update web page.

Students – might be able to have the students only pay for food – around \$20 per student to attend

5. Financial Report – Glenn – have reached the income for the year that was projected –on a good path forward, should be able to start some of the projects that we wanted to do but did not have the funds for; changes made included moving locations to cut the costs – having
6. Public Affairs Committee Report – Mike Kukuk –  
Focus on list from visions meeting brainstorming session
  - a. Entities where we can put links to our website – member colleges, Texas Chemical Council, seek professional contacts
  - b. Entities we can partner with to promote PTEC and GCPTA – seek through professional contacts, make presentations at relevant meetings/conferences

- c. Using social networks like Facebook – no action because of time
- d. Tracking hits on our website – data should be available, plan to follow up
- e. Updating our web site – make it more informative and user
- f. Use of the PTEC video –
  - i. Measure effectiveness and how it is being used – form sent to recipients on mail-out list
  - ii. At quarterly meeting – use by membership
- g. Member colleges collect data from students – how did you find out about PTEC
- h. Develop more “tag lines” ...
- i. Attend selected career fairs and like events (Hispanic Forum)
- j. Support Membership committee start-up – help if needed
- k. Is GCPTA and related activities a regular line item on your Advisory Committee agenda to report what is going on?
- l. Funding our activities – donations from member companies
- m. Suggestion – have a student competition to critique our website to make it better, have students who compete for a scholarship

7. Membership Committee Report –

- a. Recruiting new members for the committee
- b. Development of membership packet –
- c. List of membership benefits – have a list of ideas for PA/PR committee to approve
- d. New attendees will not pay the meeting fee; blue name tags are new attendees at the meeting
- e. Targeted the industry list of LCA and LAIA to invite people to meeting

Meeting minutes – could they be posted as unofficial minutes on website sooner?

- 8. Standards and Quality Report – current activities – BRCC will be audited on Monday and Ascension LTC will be audited on Wednesday of this week;

Working with two new schools who are interested in becoming an endorsed college of the GCPTA

9. Curriculum & Education Committee Report – Gary Hicks sent information that they will begin working on curriculum review after the first of the year

10. Unfinished / New Business

- a. Announce alliance officers 2009-2011 – by unanimous decision Eric Newby and Glenn have been elected for the next two years, had Mark Demark, Mike Tucker – Eastman chemical, Gina Jones – Westlake Chemical helped to verify the votes for the election
  - b. Discuss McNeese Campus Tour – will tour after lunch
  - c. Announce Acceptance of Bylaws Revision – new bylaws have been approved and are posted – there is a copy on every table
  - d. Discuss Spring Conference survey – need feedback – tentative date around May 19-21, 2009
  - e. TSSB – skill standards – recognition from state of Texas – Anne Dorsey \$2000 to school her contact number is 512-936-8106 or email is [adorsey@governor.state.tx.us](mailto:adorsey@governor.state.tx.us)
  - f. Please complete your evaluation – put thoughts about student membership, credit card registration, and spring conference ; also will
  - g. Request a list of the membership to send out to all members (will check about confidentiality issue)
11. Motion made by Vicki Rowlett, seconded by Keith Tolleson to end meeting

Respectfully Submitted,  
Dorothy Ortego, Secretary  
Gulf Coast Process Technology Alliance