

GCPTA Education Committee
Meeting minutes
March 26, 2004
8:45 AM to 2:00 PM

Facilitator: Gary Hicks
Scribe: Martha McKinley
Present: Ted Borel, Tim Brown, Lou Caserta, Mike Connella, Richard Cox, Gregg Curry, Mark Demark, Jerry Duncan, Bridget Goodman, Gary Hicks, Mike Kukuk, Martha McKinley, Mike Speegle, Frances Toney, Kathy Trahan, and Merv Treigle

Introductions All members introduced themselves. We welcomed Mike Connella from McNeese State University as a new member of our team.

HAZCOM Discussion was held concerning current HAZCOM training taking place in industry today. The following points were made.
Materials
Tim Brown

- No consistency in industry training
- More cost effective to offer it through colleges
- Could take training up a notch

Bayport Training and Technical Center is offering to donate their course materials to the GCPTA and will conduct train-the-trainer sessions for the implementation of the course in member schools. They will also furnish copies of the course, on CD, to college Advisory Boards of the members of our Education Committee.

Questions that were asked:

- Is the training available in a web-based format?
- Is there more value (impact) in face-to-face training?
- How do we keep the materials evergreen?

ACTION ITEMS:

- Send copies of the course to Advisory Boards.
- Pilot the course with schools that have an HSE certificate program.

Electronic Kathy proposed that the Education Committee and the GCPTA provide an electronic index to contain documents, useful to course instructors, which would be stored on a web site for easy access by member schools. She sketched a “straw man” document of the form, which included all pertinent information, which could be used by contributors. It would be considered as the centralized location of a resource library.
Index/Appendix
Kathy Trahan

Questions that were asked:

- What server would be used? (It was mentioned that CAPT might be a sponsor.)
- Who will maintain the index? (Bob Kosar was mentioned as he

has done much work for the GCPTA.)

Kathy will furnish an information format to Merv Treigle for further discussion with CAPT.

CAPT Materials
**Merv Treigle and
committee**

Discussion was held about student activity sheets from the Instructor Manuals being placed on CD. Members who have already purchased materials want updated CD's that include the student activities and will cover the cost to do so.

★ The Committee voted to place all course materials on CD.

Discussion was held on moving GCPTA materials to electronic format for teaching purposes and download ability. The committee discussed instituting an annual fee for this service.

★ It was also noted that the Executive Committee had discussed whether the GCPTA would require member schools to purchase CAPT materials. The Committee indicated this would not be a future requirement.

Video
Conferencing
Martha McKinley

Work is still in progress. The process will need to be tested first. A date is soon to be set for a test between Sowela Tech, Brazosport, and Eastman before the next meeting date.

Instrumentation
Text Review
Bridget Goodman

Bridget needs industry contributors as "Sponsors" for the Instrumentation text materials review. Anyone can sign up as a [other] "reviewer" if he/she would like to view the materials. Bridget reviewed Phases 1 & 2 review, their timelines, and the due date for publication.

ACTION ITEMS:

- Text URLs will be sent to the committee members. (Done)
- Bridget will send the review sign-up document to the committee members.
 - # 5 needs a sponsor
 - # 8 needs an industry partner

Applied Physics
course
Bridget Goodman

The first review of the course topic outline was completed by the committee. The topics were approved by the committee and objectives for this material will be written by Suzanne Kolodzy. The Education Committee will review the objectives document, then CAPT will conduct a national review through other alliance partners.

Next meeting: April 30th
Time: 8:45 AM to 3:00 PM
Facilitator: Gregg Curry
Scribe: Steve Erickson
Place: College of the Mainland