

## **GCPTA MEETING MINUTES**

South Shore Harbour Resort

Date: Friday, July 27, 2007

Time: 9:00 am – 12:00 pm

J.P. Gonzalez opened the business meeting and welcomed everyone in attendance. There were 55 members and guests in attendance. Introductions were given by all in attendance.

### **Approval of Last Meeting Minutes and New Members-Eric Newby,BASF/GCPTA Secretary**

Minutes of the April 20, 2007 meeting were approved as written.

The following were approved by the steering committee to become members of the GCPTA:

#### **In-Region Voting Endorsed College Membership**

NONE

#### **In-Region Non-Voting Associate College Membership**

Troy Waters, San Jacinto College

#### **In-Region Non-Voting Associate Membership**

1. Cathy Willenborg, Crosstex Energy
2. Jonathan Pickering, DuPont Sabine River Works
3. David Corona, Champion Technologies
4. Eric Kiihne, Champion Technologies

#### **Out-of-Region Associate Membership**

NONE

### **Recognition of Endorsed Colleges Dorothy Ortego/Ed Stiles, Co-Chairs of S&Q Committee**

Three colleges were approved for endorsement. The colleges were: Victoria College in Victoria, TX, accepting was Kathy Hunt from UCC-Dow "Victoria College PTAC Chairperson, Nunez Community College in Chalmette, LA, accepting was Keith Tolleson instructor from Nunez and Rawlin DeLaughter of ExxonMobil, Louisiana Delta Community College in Monroe, LA, accepting was Jackie Johnson from LA Delta and John Hough of LTTCS. Endorsement primarily means the colleges are teaching the standardized Process Technology curriculum and meeting established requirements set up by the Standards and Quality Committee. There are now 15 endorsed colleges – seven in Louisiana and eight in Texas.

### **Shell Award Presentation, Ronnie Baker (GCPTA Treasurer/ExxonMobil)**

Shell Oil Company presented a \$20,000 check to support the GCPTA's public affairs initiative. Monte King presented the check to GCPTA Treasurer Ronnie Baker of ExxonMobil Refinery in Beaumont. Monte King said Shell is pleased with the efforts being made by the organization and is interested in seeing the work enlarged.

#### **Sub awards Reports/Presentations**

1. Baton Rouge Community College
2. Kilgore College
3. College of Mainland
4. Alvin Community College
5. Sowell
6. TSTC-Marshall

Dr. Sharon Flanagan  
Randy Lewellen  
Lisa Kurtzman  
Mark Demark  
Clarence Hughes/Wayne Huckeba  
Bobby Smith/Martha McKinley

### Sub awards Reports/Presentations,cont.

The above colleges reported on the Open Houses and STeP camp that have been successful in recruiting more students to their programs. The Open Houses and STeP camp were supported by sub-awards from GCPTA/CAPT/NSF.

Bobby Smith and Martha McKinley from TSTC-Marshall said the college held a week-long camp to make females in the 10<sup>th</sup> and 11<sup>th</sup> grades of high school aware of career opportunities in process technology. The unique thing about the TSTC event was it was co-educational, and campers spent the week in the dorms.

Mark Demark said Alvin Community College in Alvin, TX, raised funds locally from companies, in addition to the sub-award from GCPTA, to hold an open house for parents and prospective students at which more that 70 attended.

Lisa Kurzman said College of the Mainland in Texas City, TX, had a career awareness workshop for middle school science and math teachers that attracted 20.

Dr. Sharon Flanagan of Baton Rouge Community College, Randy Lewellen of Kilgore College and Wayne Huckeba of CITGO Refinery for Sowela Community College reported on open houses.

See the GCPTA web site [http://www.gcpta.org/best\\_practices.shtml](http://www.gcpta.org/best_practices.shtml) for more on the sub-award Open Houses and STeP camp.

### **Vision Meeting Report , J.P. Gonzalez (Executive Director)**

The annual vision meeting took place Thursday July 29, 2007 at South Shore Harbour. Committees approved objectives for 2007 – 2008. The committees meet annually to update their roles and objectives. It was decided that the committees will meet during the coming months to determine how the objectives will be achieved.

### **Curriculum & Education Committee Report-Don Parsley/Gary Hicks, Committee Co-Chairs** Finishing the Equipment textbook.

Will begin working on the next textbook Systems. If you are interested in working on the development of this book contact Gary Hicks [Gary.Hicks@brazosport.edu](mailto:Gary.Hicks@brazosport.edu) or Don Parsley [Don.Parsley@valero.com](mailto:Don.Parsley@valero.com)

### **Standards & Quality Committee Report-Dorothy Ortego and Ed Stiles/Committee Co-Chairs**

Ed Stiles reported that a template of by-laws for the advisory committees will be placed on the GCPTA website. College advisory committees can use the template to draft by-laws for their own groups. Ed Stiles highly recommends that by-laws be developed if they have not already been developed.

#### Endorsement requirements:

Are posted on the GCPTA website, [http://www.gcpta.org/standards\\_quality\\_sub.shtml](http://www.gcpta.org/standards_quality_sub.shtml)

#### Template for by-laws:

Are posted on the GCPTA website, <http://www.gcpta.org/resources.shtml> scroll to the end of the resource pages

### **Public Affairs Committee Report-Mike Kukuk and Oscar Polk/Committee Co-Chair**

Oscar Polk has graciously agreed to be the committee's Industry co-chair. Oscar Polk reported that there is 2 projects being worked on this year one is increasing the number of students

enrolling in PTEC™ and the second is looking at the colleges that belong to GCPTA and using the PTEC™ curriculum  
Also looks forward to working with new PA Director and looking forward to a productive year.

### **AD HOC Sustainability Committee Report-Eric Newby/ Committee Chair**

Eric Newby recommended and received approval for a new membership subscription rate structure, effective January 1, 2008. Subscriptions starting in January will be \$1,500 for Industry members, \$1,000 for vendors and \$750 for colleges. Corporations may donate \$5,000 to cover subscription for all their locations. The Committee feels this will clarify subscription rates and correct inequities.

Eric Newby also announced a recent decision to end an agreement with Louisiana Chemical Alliance. The LCA in the past has donated \$5,000 to cover subscriptions for all chemical companies in Louisiana. Effective January 1, 2008 the LCA will no longer pay the funds to GCPTA. Companies will make their own subscription donations.

Eric Newby reported on the finding and recommendations of the committee. The committee's objective has been to look into the sustainability of the GCPTA and examine ways it can be sustained as a viable organization in the future.

The recommendations were as follows:

- Membership recruiting
- Executive Committee needs to clearly define roles and responsibilities for officers and Executive Director and Public Affairs Director
- Executive Director should attend any state and regional alliance or board meetings that regulate or impact process technology programs
- Re-visit and redefine goals and membership of all standing and potential committees' roles and responsibilities and viability/effectiveness for the future
- Discuss and clarify the GCPTA/Center for the Advancement of Process Technology relationship
- In the future, GCPTA quarterly meeting agenda should include the GCPTA mission statement, to keep us focused on our mission
- Address the arrangement with Louisiana schools/industry on membership dues payment to align with those of other states
- Create a "Benefits of GCPTA Membership" list to use in recruiting and retaining members
- Review requirements of membership
  
- Need to review and develop the leadership positions in GCPTA
- Communicate Executive Director and Public Affairs Director activities and projects to the EXCO
- Re-instate the newsletter and include activities of the Executive Director and Public Affairs Director
- Sustainability Committee will complete its mission and dissolve by end of 2007
- Add the number of graduating students by school to slideshow for the breakfast at the quarterly meetings.

### **CAPT Report-Merv Treigle/Assistant Director of CAPT**

#### **PTEX Assessments**

- Registration information is available for the Chemical/Refining exams (T=PTEC-CR) on the website at [222.capttech.org/ptex](http://222.capttech.org/ptex). Additional information regarding assessment construction, test plan, oversight, length, exam security, etc. is also available.
- If you are interested in offering the PTEX exam on your campus, please contact Merv Treigle [mtreigle@com.edu](mailto:mtreigle@com.edu)

#### **Textbooks**

- Work is being completed on the Equipment textbook (it should be available to order for Spring 2008).
- The following textbooks are available from Pearson Custom Publishing  
-Instrumentation (US Citizen Use) ISBN 0-536-85949-3

- Instrumentation (Non-US Citizen Use) ISBN 0-536-16680-3
- Introduction to Process Technology (US Citizen Use) 0-536-10750-5
- Introduction to Process Technology (Non-US Citizen Use) ISBN 0-536-10750-51
- Safety, Health and Environment (US Citizen Use) ISBN 0-536-25843-0

#### Critical Issues and Best Practices Conference and Training and Development Pre-conference

- October 3 – 5, 2007 in Houston.
  - Faculty scholarships are available. Application is on the website.

#### Professional Development

- Faculty return to industry internships have been completed by faculty from the following GCPTA institutions:
  - Paul Rodriguez, Lamar Institute of Technology; George Foret, L.E. Fletcher Technical and Community College; Dorothy Ortego, McNeese State University and Paul Waggenspack, LTC-Ascension Campus.
- Alaska Faculty Summer Institute was held July 14 – 21, 2007. Participants from the following GCPTA institutions were:
  - Jerry Layne, Baton Rouge Community College; Paul Rodriguez, Lamar Institute of Technology; George Foret, L.E. Fletcher Technical and Community College; Dorothy Ortego, McNeese State University and Martha McKinley, TSTC Marshall
  - Instructors from Alameda High School Jefferson CO, Northern Oklahoma College and Middlesex County College also participated.

#### Middle School Kit

To further the message to our middle school audience, Shell Oil Company funded a curriculum project developed through a partnership between CAPT and the NEED Project. The classroom kits are available. If you wish to participate and order a kit, contact Joanna Perkins at [jperkins@com.edu](mailto:jperkins@com.edu).

#### Other News

- The CAPT Educational Online Community is now available. You can share valued resources, join in-person discussions and meeting, and see what other PTEC educators are doing on a daily basis. Join the educational community at <http://ec.capttech.org>
- The Job Bank is now operational. Student resumes are posted. If you would like to publicize a job posting, contact Chris Carpenter at [ccarpenter@com.edu](mailto:ccarpenter@com.edu) for instructions.
- Internship guides are now available on the website for PTEC Students and Supervisors. Contact Cindy Washington at [cwashington@com.edu](mailto:cwashington@com.edu) to order copies.
- CAPT is currently working on the development of the Incumbent Model PTEX-CI assessment. Companies that have representatives participating are: BASF, ExxonMobil, DuPont, Westlake Chemical, Shell and the Dow Chemical Company.
- CAPT conducted an LNG DACUM workshop July 17 -18. Participants were from BP, Cheniere LNG; Freeport LNG and Gulf LNG Energy, LLC.

#### **New Business-J. P. Gonzalez, All**

Ronnie Baker/GCPTA Treasurer stated that the Executive Committee had approved GCPTA subscription changes starting in January 2008. Ronnie stated that the Committee is trying to add equality to the membership. He also stated that the subscription is on a voluntary base as set up in our bylaws to maintain our non-profit 501(c) 3 status. The notices for subscriptions are sent out the first part of the year with a second reminder in June. Subscriptions are for one year starting from January through December.

The subscriptions will be:

- A corporate subscription of \$5000.00, a corporate subscription has been set in place for a company that has multiply sites, including Texas, Louisiana, and Mississippi. The corporate rate may be donated instead of paying for the individual sites.

- Industry subscription \$1500.00, this subscription includes all Industries not included in the corporate subscription.
- Vendor subscription \$1000.00, this subscription includes all vendors.
- College subscription \$750.00, this subscription includes all colleges. This subscription has not changed since 2005.

**The next meeting is November 9, 2007 at the Isle of Capri, Lake Charles, Louisiana.**

**Alliance Website**

Gulf Coast Process Technology Alliance Website <http://www.gcpta.org/>

Center for the Advancement of Process Technology (CAPT) Website <http://www.capt.org>

Contact the GCPTA at [admin.gcpta@hughes.net](mailto:admin.gcpta@hughes.net)

**Future GCPTA Meetings**

***Friday, November 9, 2007 Isle of Capri Hotel and Casino, Lake Charles, Louisiana***

***Friday, January 25, 2008 South Shore Harbour, League City, Texas***

***Friday, April 25, 2008 Isle of Capri Hotel and Casino, Louisiana***

***\*\*\* Other Events\*\*\****

***(CAPT) Critical Issues & Best Practices Conference***

***South Shore Harbour Resort and Conference Center***

***October 3, 4, & 5, 2007***

***October 3 Training and Development Pre-Conference***

***October 4 & October 5 Critical Issues and Best Practices Conference***

Meeting adjourned at 12:20 p.m.

Respectfully submitted,  
Eric Newby, Secretary  
Gulf Coast Process Technology Alliance

EN/ra