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| Meeting Minutes/Notes | **Monday, September 20, 2021**  **Meeting Place: NGC ASTAR Facility**  **Time – 12pm – 2:00pm** |
| **Type of Meeting**: *Aeronautical Sciences & Technology Department Industry Partner Meeting*  **Note Taker**: Clinton  **Please Review/Bring**: *Agenda, Minutes and Supporting Documents (will be provided at the meeting)* | |

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| **Committee Members Present:**  Alfred Brubaker – AVC Faculty  Maria Clinton – AVC Dean  Jack Halliday Jr - AVC Department Chair  Sam Padilla – AVC Faculty  Isabelle Saber – AVC VP Academic Affairs  David Pineda – NGC Training Manager  Frank Ramirez – Manager, Programs  Donald Woullard – NGC Director, Operations Chief |

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| Items | Person | Action |
| 1. Introductions | All |  |
| 1. NGC Training Presentation | *NGC* | **Issues Discussed:** Woullard presented a PowerPoint presentation regarding the advantages of training the NGC has seen with the addition of the ASTAR training and new facility. He stressed the importance of training and how the lack of proper training had a negative impact on production and profit margins.  **Action Taken:**  **Follow Up Items:** |
| 1. NGC Tour – ASTAR Training Facility | *NGC* | **Issues Discussed:** Woullard and team took AVC faculty and staff on a tour of the new training facility and discussed the types of training that was developed from data collected on the work floor.  **Action Taken:**  **Follow Up Items:** |
| 1. Additional NGC Training Needs |  | **Issues Discussed:** After a lengthy discussion, NGC identified two new programs in addition to the Advanced Aircraft Structure and Metrology programs that AVC were bringing on in 2022, that pertained to Non-Destructive Inspection and Leadership issues. AVC would be able to provide additional training with the Advanced Structures certificate program with the possibility of student graduates from that program entering NGC as Level 2 or Level 3 technicians. Clinton asked how many existing technicians at NGC could benefit from taking the Advanced Structures courses, and Woullard approximated between 200 and 400 existing technicians. Clinton informed the group that the advanced classes were schedule to start spring 2022 term and requested a close working relationship with NGC training department to ensure AVC provides the training needed for the industry.  **Action Taken:** AVC faculty will schedule follow up meetings with NGC industry experts to develop 2 additional certificate programs for the aerospace industry. Halliday will coordinate with Pineda on the Non-Destructive and Advanced Structures certificate and lab curriculum; Brubaker will coordinate with Ramirez & Woullard on the leadership certificate.  **Follow Up Items:** Clinton will update NGC on the progress of the new programs. |
| 1. Funding/SWP Grants | *Dr. Clinton* | **Issues Discussed:** Dr. Clinton informed NGC industry partners that would be SWP funding available, and currently available and would be able to support the addition of the new training programs/certificates, since expansion of the AST Department were included in the SWP proposal and AST’s Program Review.    **Action Taken:** AVC to identify funds from existing budget that could be allocated for the new programs to be built. AVC to identify current facilities to be used for the new programs. NGC said they would support with donated training equipment and vendor contacts.  **Follow Up Items:** AVC to work with Pineda on facility needs and requirements. |
| 1. Other | All | **Issues Discussed:** Brubaker commented on the AFMT graduates and employment opportunities for graduates that were not currently employed with NGC.  **Action Taken:**  **Follow Up Items:** AVC to follow up with NGC Recruitment. |
| **NEXT MEETING DATE:** (Date)  TBD |  |  |