ADVISORY MINUTES FOR T-TEN PROGRAM
December 3, 2009
8:30 AM – 12:30 PM
Toyota T-TEN Classroom

ATTENDEES

Matt Spitzer  Shoreline Community College
Andrew Passage  Toyota Motor Sales, T-TEN Area Manager
Brian Piper  Toyota of Olympia
Dave Nelson  Toyota Motor Sales-Portland Region
Rick Williams  Toyota Motor Sales-Portland Region
Dave Bora  Toyota Motor Sales-Portland Region
Chris Crumby  Toyota Motor Sales-Portland Region
Steve Thompson  Michaels Toyota of Bellevue
John Knisley  Wilson Toyota
Brad Springer  Wilson Toyota
Steve Gray  Heartland Toyota
Tom Maggerise  Heartland Toyota
Brian Hebert  Toyota Motor Sales-Portland Region
Jody Donker  Toyota Motor Sales-Portland Region
Ralph Allmand  Toyota of Seattle
Vic Rasmussen  Toyota of Tacoma
Russ McDuffie  Toyota of Lake City
Terry McCoy  Burien Toyota
John Schwartz  Toyota of Puyallup
Eric Schnabel  Toyota of Puyallup
Kevin Nelson  Michaels Toyota of Bellevue
Bob Gardner  Rodland Toyota
Mike Harrington  Rodland Toyota
Larry Armstrong  Bob Bridge Toyota
John Backes  Shoreline Community College
Tony Costa  Shoreline Community College

11:30 Meeting is called to order

Program Update- Matt Spitzer

Matt shared with group the statements made recently by John Backes VPAA of Shoreline about upcoming budget cuts and that it is imperative that all classes be at least 75% of capacity. Current capacity of the T-TEN program is 15, so enrollment needs to be at least 12 at SCC. Currently sits at 10, 3 of which are not placed at dealers, please contact Matt with any staffing needs.

The program has added a fourth Cooperative Work Experience quarter to capture that enrollment. In the current situation if a cohort graduates 5 students, then the following co-op will
be short on enrollment, this new Co-op will have the students finishing the program at the dealer and taking care of funding for the College.

Matt mentioned the new building is now open and T-TEN is slowly moving in, really looking forward to using this space and should be fully operational for Winter Quarter 2010. Matt thanked the group of people that helped with the NATEF midpoint paperwork for the Compliance review. The program is really strong and healthy right now. The program will not win it’s fourth Recognition Award in a row from Toyota, all objectives were met, but did not meet the target graduation number so thereby not qualifying. Andrew Passage added at this point that the target number was set last year based on a Professional Certificate class being run and it did not run for economic reasons. So for this year, please consider carefully the Professional Certificate numbers because it will effect the target number.

Toyota TXM and T-TEN Group

Matt distributed the Level 2 TXM requirements and discussed with the group how they align really well with a T-TEN graduate. The program would still need a mentoring piece during the co-op’s but as a landing point at graduation it really fits well. With then a qualified person being available to step into the repair side of the shop. Vic Rasmussen commented that this would be a good fit for the program and the shop, several comments were made in agreement. Matt asked the dealers to indicate on their tech demand forms whether or not they would be participating in TXM for 2010.

Dealer Staffing and Training

Matt discussed different options available now to dealers and the region for training opportunities now that the building is complete and that they are not limited to the Toyota Corporate or T-TEN areas and for dealers to ask if they needed some dedicated training space. There was also some discussion as to a T-TEN student spending a quarter in the parts department or sales department to learn another part of the dealership. There was no new business.

The previous minutes were approved with a motion from Brian Hebert and a second from Kevin Nelson.

Meeting was adjourned and lunch served at 12:30