Alvin Community College
Process Technology Advisory Committee Meeting Minutes
Wednesday, March 17, 2010

Chairperson: Curt Thompson, Site Training Lead, Ascend Advanced Materials Chocolate Bayou, Alvin

Meeting Date:
March 17, 2010

Meeting Time:
11:30 a.m. to 1:45 p.m.

Meeting Place:
Ineos Chocolate Bayou
Sponsored by LyondellBasell

Recorder: Mark Demark, Process Technology Department Chair, ACC

Previous Meeting: Dec 9, 2009

Industry Members Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diane McGinn</td>
<td>Site L&amp;D Manager</td>
<td>Ineos Chocolate Bayou</td>
</tr>
<tr>
<td>Curt Thompson</td>
<td>Site Training Lead</td>
<td>Ascend Materials Chocolate Bayou</td>
</tr>
<tr>
<td>Miguel Cerda</td>
<td>Olefins Training Supt</td>
<td>Ineos Chocolate Bayou</td>
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<tr>
<td>Art Fernandez</td>
<td>Sr Mgr Bus Development</td>
<td>RDL Staffing</td>
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<tr>
<td>Pat Eaves</td>
<td>Superintendent</td>
<td>LyondellBasell Chocolate Bayou</td>
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ACC Members Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>Mark Demark</td>
<td>Department Chair, Process Technology</td>
</tr>
<tr>
<td>James Kelly</td>
<td>Continuing Education &amp; Workforce Development (CE &amp; WD) TWC Grant Administration</td>
</tr>
</tbody>
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ACC & Industry Guests:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Affiliation</th>
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<tbody>
<tr>
<td>Curtis Crabtree</td>
<td>Adjunct Instructor, Process Technology</td>
<td>Alvin Community College</td>
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<tr>
<td>Victor Kalsey</td>
<td>Adjunct Instructor, Process Technology</td>
<td>Alvin Community College</td>
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<tr>
<td>Jimmie Stewart</td>
<td>Adjunct Instructor, Process Technology</td>
<td>Alvin Community College</td>
</tr>
<tr>
<td>John Harvey</td>
<td>Plant Manager</td>
<td>Ineos Chocolate Bayou Plant</td>
</tr>
<tr>
<td>Matt Aubert</td>
<td>Engineer</td>
<td>LyondellBasell Chocolate Bayou</td>
</tr>
<tr>
<td>Jim Meas</td>
<td>Superintendent</td>
<td>LyondellBasell Chocolate Bayou</td>
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</tbody>
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Agenda Item
(see Agenda: attachment "A")

<table>
<thead>
<tr>
<th>Action, Discussion, Information</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct link:</td>
<td>Mark Demark</td>
</tr>
<tr>
<td><a href="http://www.alvincollege.edu/process_technology/process_technology_advisory_committee/default.htm">http://www.alvincollege.edu/process_technology/process_technology_advisory_committee/default.htm</a></td>
<td><a href="mailto:mdemark@alvincollege.edu">mdemark@alvincollege.edu</a></td>
</tr>
<tr>
<td>Indirect:</td>
<td></td>
</tr>
<tr>
<td>go to <a href="http://www.alvincollege.edu">www.alvincollege.edu</a>;</td>
<td></td>
</tr>
<tr>
<td>click Programs and Degrees (left side of screen);</td>
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<tr>
<td>click Associate Degrees in drop-down menu;</td>
<td></td>
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<tr>
<td>scroll down and click Process Technology;</td>
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Old Business (repeated for new members & guests):

- Process Technology web page on ACC web site
- Direct link:
  http://www.alvincollege.edu/process_technology/process_technology_advisory_committee/default.htm
- Indirect:
  go to www.alvincollege.edu;
  click Programs and Degrees (left side of screen);
  click Associate Degrees in drop-down menu;
  scroll down and click Process Technology;
  Mark Demark mdemark@alvincollege.edu
## Agenda Item (see Agenda: attachment "A")

<table>
<thead>
<tr>
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<tr>
<td>click Process Technology Advisory Committee</td>
<td></td>
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</table>
| • [www.captech.org](https://www.captech.org) Center for the Advancement of Process Technology (CAPT/COM) | • Resources for educators, students, and industry  
• CAPT / COM is our partner that we have worked with in the past | • Angelica Toupard, Instructional Designer  
email: atoupard@com.edu |
| • [www.gcpta.org](https://www.gcpta.org) Gulf Coast Process Technology Alliance (GCPTA)         | • An industry and education partnership serving the educational needs of the process industries | • Martha McKinley, Executive Director  
email: exdir@gcpta.org |

## Continuing Business: (see [Attachment A](#), Agenda)

<table>
<thead>
<tr>
<th>Agenda Item</th>
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<th>Responsibility</th>
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</table>
| Agenda Item I | Welcome, Introduction, and Announcements | Information  
All present |
| Agenda Item II| Meeting Minutes - March 17, 2010 | Approval  
All members |
| Agenda Item IX| Duties of Advisory Committee Chair and Chairperson-Elect | Discussion  
Curt Thompson, Diane McGinn  
Mark Demark |
| Agenda Item X | Value of GCPTA membership       | Discussion  
Curt Thompson, Diane McGinn  
Mark Demark |
| Agenda Item IV| Project Interview 3-30-2010     | Action  
Curtis Crabtree |
| Agenda Item V | Spring High School Forum 4-7-2010 | Information  
Victor Kalsey |
| Agenda Item VI| Process Technology Summer Open House | Action  
Victor Kalsey  
Mark Demark |
| Agenda Item VII| Industrial Automation / Instrumentation Training | Discussion  
James Kelly  
Mark Demark |
| Agenda Item VIII| Simulators / Trainers / Electronic Classrooms | Discussion  
Jimmie Stewart |

## New Business:

<table>
<thead>
<tr>
<th>Agenda Item</th>
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</table>
| Agenda Item XIII| Internship Course          | Discussion  
Curtis Crabtree |
| Agenda Item III | ACC Current Events / What's Going On | Information  
John Bethscheider |
| Agenda Item XI | Value of Associating with CAPT | Discussion  
All |
| Agenda Item XII | Adding Students to the Advisory Committee | Discussion  
All |

## Other:

<table>
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</table>
| Next Meeting                    | Information  
Wednesday, June 9, 2010 at ACC |
### Key Discussion Points

#### Old Business (repeated for new members and guests):

- Advisory Committee web page on ACC web site [www.alvincollege.edu](http://www.alvincollege.edu); Direct link: [http://www.alvincollege.edu/process_technology/process_technology_advisory_committee/ptac_archives.htm](http://www.alvincollege.edu/process_technology/process_technology_advisory_committee/ptac_archives.htm)
- Advisory Committee page established on ACC web site. It is updated continuously and serves as a primary communication tool with the Advisory Committee. Our intent is to communicate by email; however, lengthy attachments will be posted to this site.
- [www.captech.org](http://www.captech.org) Center for the Advancement of Process Technology at College of the Mainland (CAPT/COM)
- [www.gcpta.org](http://www.gcpta.org) Gulf Coast Process Technology Alliance (GCPTA) (formerly [www.processtech.org](http://www.processtech.org))
- These other web sites maintained by Center for the Advancement of Process Technology (CAPT/COM) and Gulf Coast Process Technology Alliance (GCPTA) also have valuable information of interest to Advisory Committee members and meeting guests.
- Next GCPTA meeting is Apr 16, 2010 at Nunez Community College, Chalmette, LA
- See [GCPTA Minutes 1-29-2010](http://www.alvincollege.edu/process_technology/process_technology_advisory_committee/ptac_archives.htm) Champion Technologies, Fresno, TX
- July 23, 2010 GCPTA meeting is planned for Desselle Maggard Corporation, Baton Rouge, LA, and the vision meeting will be held on Thursday, 7-22-2010 at the same place.

#### Continuing Business:

- **Agenda Item I: Welcome, Introduction, and Announcements**
  - Welcome Matt Aubert, a new Member and a Senior Engineer at Lyondell-Basell Chocolate Bayou. Matt will replace Pat Eaves who has been transferred to Clinton, LA
  - Welcome to visitor Jim Meas, Superintendent at LyondellBasell Chocolate Bayou
  - Welcome to visitor John Harvey, Plant Manager, Ineos Chocolate Bayou
- **Agenda Item II: Meeting Minutes 3-17-2010**
  - Minutes approved as written
- **Agenda Item IX: Duties of Advisory Committee Chair and Chairperson-Elect**
  - This is the first time we have had both Curt Thompson (Committee Chair) and Diane McGinn (Committee Chair-Elect) at our meetings in quite some time. Curt pressed during the discussion to have his title changed to “Former Chair” and for Diane to be recognized as Chair. Unfortunately without a new Chair-Elect, this could not be done. Diane can replace Curt as soon as we have a replacement for Diane. The duties of these positions and of the Advisory Committee as a whole were attached to the minutes of the 12-10-2008 meeting. We will continue this discussion at the next meeting Jun 09, 2010 at ACC room N-100.
- **Agenda Item X: Value of GCPTA membership**
  - This was discussed under Vision, Mission & Objectives (Attachment B, Attachment C see first objective). We have to decide if it is worth the time required to participate. Diane McGinn pointed out that the GCPTA meetings are mainly geared toward the colleges, giving industry little cause to attend. She also commented that the GCPTA Friday meetings conflict with industry work schedules and another meeting day is needed. Curt Thompson pointed out that companies with multiple plants can join as a corporate member. He will check to see if Ascend is willing to participate. Corporate rate is $5,000/yr. Single-site memberships are available at $1,000/yr (<500 employees) and $1,500/yr (>500 employees). Matt Aubert will check with LyondellBasell and Diane McGinn will check with Ineos. On the whole, the group felt that ACC should continue its membership. The ACC $750 fee was mailed Apr 16, 2010. Also see Agenda Item III under New Business CAPT.
### Continuing Business (continued):

- **Agenda Item IV:** Project Interview 3-30-2010
  - Curtis Crabtree informed the group that the date was fixed and more Industry Interviewers were needed. The event was held as planned and was a great success. Enough Industry Interviewers attended to give each Student Interviewee a chance to talk to 2-to-4 companies. Curtis issued a final report on 4-13-2010.

- **Agenda Item V:** Spring High School Forum 4-7-2010
  - Victor Kalsey reported that this event was progressing as planned. Ascend Materials is the plant on tour. 25 students and 5 teacher/counselors attended from 5 high schools. Victor sent out a preliminary report 4-9-2010. The event was a complete success and even tested our ability to handle an emergency event.

- **Agenda Item VI:** Summer Process Technology Community Open House 6-15-2020 5-8pm
  - This tentatively scheduled event was cancelled due to lack of industry commitment. Curt Thompson at Ascend Materials did pledge $1,000 but his was the only company to do so before the deadline of 4-16-2010. ACC held a general Open House on 4-15-2020 which was well attended by prospective students. Process Technology participated with a table manned by several adjunct instructors.

- **Agenda Item VII:** Industrial Automation / Instrument Training
  - James Kelly explained the success he had in managing the TWC Grant caused the TWC to fund an extra $160K towards Workforce Training at ACC. The Process Technology Advisory Committee was successful in arguing that this money should be directed toward workforce training in instrumentation. Kelly, Stickney, Stewart and others went on to explain that this training would begin from legacy 4-20ma electronic analog signals and control and lead to modern fieldbus systems. Two portable training units have been ordered and five fixed student workstations have been built.

- **Agenda Item VIII - Simulators / Trainers / Electronic Classrooms
  - Mark Demark said he had developed a proposal to include the above instrumentation work with the work on the Process Trainer and the Pilot Plant in combination with the Texas State Technical College System (TSTC) to create a new program called Industrial Automation. TSTC is now reviewing the proposal. TSTC said they would support the program and write a letter of support, but that they were too busy applying for Jobs and Education for Texas (JET) grants to be of any other help.

### New Business:

- **Agenda Item XII:** Adding Students to the Advisory Committee
  - Students could be invited for special occasions, but they are not to be included as standing members.

- **Agenda Item XIII: Internship Course
  - Dr. John Bethscheider did not attend this meeting.

- **Agenda Item IV: Project Interview 3-30-2010
  - Curtis Crabtree explained he was developing an ACC internal Internship course around the Pilot Plant built by MCIR.
### New Business (continued):

<table>
<thead>
<tr>
<th>Agenda Item XI: Value of Associating with CAPT/COM</th>
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<tr>
<td>Stickney's company. The plant will be re-engineered to distill water. The students will be required to review drawings, use and develop procedures to construct the plant, commission, startup, operate, shutdown, and disassemble for the next class. The students will work 300 hours per term Fall and Spring. This will be a big challenge and if it is successful, will be a one-of-a-kind program. Industry input is desperately sought.</td>
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| All agreed we should continue and increase our involvement with CAPT/COM: write, review books, serve on committees, etc. |

### Other:

<table>
<thead>
<tr>
<th>Next Advisory Committee meeting</th>
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<tr>
<td>Next meeting is scheduled for Wednesday, June 09, 2010 at ACC in room N-100. This meeting will be devoted to Information Items, New Business, and the roles of the Chairperson and Chairperson-Elect, plus the continuing role of the GCPTA. We will also tour the new instrumentation training aids.</td>
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| Meetings are held the second Wednesday of the last month of each quarter 11:30a-1:45p (unless pre-empted by an Industry or College event or closure). 2010 meetings: Mar 17, Jun 09, Sep 08, Dec 08 - rotating through sites: LyondellBasell, ACC, Ascend, and Ineos. |

### Chairperson Signature:

Curt Thompson, Site Training Lead Ascend Advanced Materials Chocolate Bayou Alvin TX

### Date:

March 17, 2010

### Next Meeting:

Wednesday, June 09, 2010 at ACC in room N-100.
ATTACHMENT A – Meeting Agenda

I. Welcome, Introductions and Announcements -- ALL

II. Approve Minutes 3-17-2010 -- ALL MEMBERS

III. ACC Current Events / What’s Going On -- John Bethscheider

IV. Project Interview 03/30/10 (WE NEED INDUSTRY INTERVIEWERS) -- Curtis Crabtree

V. Spring High School Forum 04/07/10 (Plant Tour Ascend) -- Victor Kalsey

VI. Summer Process Technology Open House June 15, 2010??????? -- Mark Demark and Victor Kalsey

VII. Industrial Automation / Instrumentation Training -- James Kelly

VIII. Simulators / Trainers and Electronic Classrooms -- Jimmie Stewart and Mark Demark

IX. Duties of this Advisory Committee Chairperson and Chairperson Elect -- Diane McGinn and Curt Thompson

X. Value of GCPTA Membership -- ALL

XI. Value of associating with CAPT -- ALL

XII. Adding students to Advisory Committee -- Mark Demark

XIII. Internship Course -- Curtis Crabtree
ATTACHMENT B
ALVIN COMMUNITY COLLEGE PROCESS TECHNOLOGY DEPARTMENT
VISION, MISSION, and OBJECTIVES

OUR VISION

All entry-level technicians in the processing industries on the U.S. Gulf Coast are filled with Process Technology graduates.

OUR MISSION

We educate people to become entry-level technicians in the Process Industries.

OUR CUSTOMERS

Primary: the companies that hire our graduates

Others: students, the College, the community served, the GCPTA, and CAPT/COM.

OUR OBJECTIVES

Work with the Center for the Advancement of Process Technology (CAPT/COM), the Gulf Coast Process Technology Alliance (GCPTA), employers, and others to determine employer needs for the number of Process Technicians and their required knowledge and skills.

- Maintain a curriculum that will cost effectively train students in the knowledge and skills required by industry.
- Work with high schools, the community, and other education providers to make them aware of our program, and identify candidates interested in pursuing careers as Process Technicians.
- Work with industry and academia to identify qualified instructors who can endorse our vision, embrace our Mission, further develop our objectives, and have the energy, experience, and resourcefulness to teach and prepare our students for employment.
- As a department, stay abreast of new technologies and industry needs to improve our curriculum and provide industry with highly qualified employees.
- Seek the necessary funding and equipment donations from industry, government, and other sources to insure that Process Technology has the necessary resources to achieve its vision.

THE PROGRAM

To achieve the vision and accomplish the mission, the staff of Alvin Community College have created a curriculum that will challenge you, the student, expand your expertise, and qualify you to seek a position as a Technician in the Processing Industries.
ATTACHMENT C

DISCUSSION OF OBJECTIVES

- Work with the Center for the Advancement of Process Technology (CAPT/COM), the Gulf Coast Process Technology Alliance (GCPTA), employers, and others to determine employer needs for the number of Process Technicians and their required knowledge and skills.

We should continue to work with CAPT/COM. Working with the GCPTA is becoming a burden. To maintain ACC's status as an Endorsed College, we are required to have four Advisory Committee meetings per year and an audit every three years. The State of Texas requires two meetings per year and no audit. We also have an obligation to attend the four GCPTA meetings per year, both College and Industry members. Because of work requirements, no members could attend the GCPTA meeting in Baton Rouge (May 1, 2009) nor the April 16, 2010 meeting at Chalmette, LA. No one felt that we were benefitting from four GCPTA meetings per year. The Critical Issues and Best Practices meeting held by CAPT, Inc. was not attended by ACC members in 2008 (Hurricane Ike fallout) and the same meeting scheduled by CAPT/COM for Spring 2009 was cancelled because of the economy. Some of us did attend the Fall 2009 CAPT/COM CIBP Conference held at Moody Gardens in Galveston and found it useful. The GCPTA Executive Director and CAPT Managing Director get copies of the Advisory Committee Meeting Minutes so that these organizations can be aware of our feelings.

- Maintain a curriculum that will cost effectively train students in the knowledge and skills required by industry.

The curriculum is under constant review, and reported on at every Advisory Committee meeting when changes are contemplated.

- Work with high schools, the community, and other education providers to make them aware of our program, and identify candidates interested in pursuing careers as Process Technicians.

ACC program, costs, course descriptions, video, instructors, and Steering Committee meeting notes and other information is all online at [www.alvincollege.edu/process_technology/default.htm](http://www.alvincollege.edu/process_technology/default.htm). We also attend career fairs at all schools when invited, and hold High School Forums and Open Houses yearly or as required. We are also working with Pearland and Alvin ISDs to establish dual-credit classes and the first classes (PTAC 1302 & PTAC 1308) took place in the 2009-2010 school year (Fall 2009 & Spring 2010).

- Work with industry and academia to identify qualified instructors who can endorse our vision, embrace our Mission, further develop our objectives, and have the energy, experience, and resourcefulness to teach and prepare our students for employment.

We have been very fortunate in having a sufficient number of adjuncts available.

- As a department, stay abreast of new technologies and industry needs to improve our curriculum and provide industry with highly qualified employees.

Due to the demise of Lyondell Basel, we need to add new industry members to the Advisory Committee. Mark Demark will start an active search for new members. Art Fernandez of RDL Staffing has agreed to come onboard as has Matt Aubert and Douglas Loy at LyondellBasell.

- Seek the necessary funding and equipment donations from industry, government, and other sources to insure that Process Technology has the necessary resources to achieve its vision.

This is proving to be more and more difficult during these trying economic times. Champion-Technologies was kind enough to let us salvage equipment from their used equipment yard. LyondellBasell also let us salvage equipment from their Chocolate Bayou plant before it shut down. We have enough stuff to last us several years at our current pace of implementation.