

Franklin County Career and Technology Center
SPRING OCCUPATIONAL ADVISORY COMMITTEE REPORTING FORM

PROGRAM AREA: Graphic Communications

MEETING DATE: 4/20/2021 **START:** 7pm **ADJOURN:** 7:56pm

COMMITTEE CHAIRPERSON: Brady Forrester

COMMITTEE MEMBERS/GUESTS ATTENDING:

Brady Forrester
Bill Chenaille
Bryan Hawbecker

BRIEF MEETING SUMMARY

We were not able to meet in person which limited our participation and ability to view and discuss some of the information we would normally report in our minutes for the Spring OAC Meeting. Even though teaching/learning has been more difficult this year due to the pandemic, we are trying to keep everyone engaged. I believe this is evidenced by the level of student performance taking the NOCTI Written test. By using less materials and substrates this year we have spent budgeted monies on items for the program (computer and task chairs, supplemental digital learning items, etc.). Students are currently working hard to prepare for the Adobe Certification testing. We have completed transforming our outdated darkroom into a new Digital Media Studio. The CWT Worktable that was slated for purchase next year from the Perkin's grant has been moved up to this year which moved up our Graphtec FCX2000 Flatbed Cutter to next year. We have students who have been accepted for post-secondary education next year, accepting local work offers, and looking for career opportunities. We need to continue to work to involve new members on our committee.

ADMINISTRATIVE RESPONSE:

- **The Administration is proud of the level of performance exhibited on the NOCTI exam. While we would like to see more students participate in Coop, it is a testament to the instructor that so many preferred to remain in the program for extended studies.**

Bryan Hawbecker

SECRETARY/CHAIRPERSONS SIGNATURE

SECTION 1: APPROVAL OF MINUTES OF LAST MEETING

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

- The minutes of the last meeting are approved as presented.
- The minutes of the last meeting are approved with the following changes.

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SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Reviewing options to add a Vinyl printer/cutter to the Equipment list. I will have recommendations at the Fall 2021 OAC meeting

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 2020 – 19 students

Enrollment Numbers – Semester 2 (Spring) 2021 – 17 students

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	13
Students Placed on Co-op	2
Students Declining Co-op Opportunities	11

Employer Statistics (List each employer and number of students employed.)

- Art Sign Company (Chambersburg) - 2

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. The students who declined the Co-op opportunity did not have their driver's license or did not want to leave the program area

C. STUDENT PLACEMENT: (From Senior Placement Survey)

Number of Students

Previous Year Graduating Seniors	5
Previous Year Completers	5
Placement Data	
Employed Related to Career Field	1
Employed Unrelated to Career Field	4
Military Service	
Enrolled Postsecondary Education	
Available for Employment but Unemployed	

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

- 1.

SECTION 4: SAFETY

SAFETY:

The program safety procedures and policies were reviewed and the committee found that they were:

Satisfactory Unsatisfactory

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. The students are currently working on Safety stickers to place on each piece of equipment to replace the hanging safety posters. These stickers are QR codes that link to a video created by the students. The videos are pictures of the safety posters with the student's voices recorded reading the posters.

SECTION 5: CURRICULUM

A. POS TASK LIST:

- The Pennsylvania Department of Education Program of Study Task List has not been updated this year and requires no additional review.
- The Pennsylvania Department of Education Program of Study Task List has been updated this year. A copy of the document was provided to committee members for review.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

- 1.

B. CURRICULUM REPORTING FORM:

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
1. The curriculum reflects current trade philosophy and practices.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Books and instructional materials are appropriate for students in this program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Audio-visual aids are sufficient to support the curriculum.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The curriculum provides:		
a. Balance between theory and practical work	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Career and Technical Student Organization activities as an integral part of the curriculum	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Field trips related to job sites	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Adequate instruction on safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Pre-test and post-test to determine student knowledge	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Development and/or application of related academic skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Competency-based education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. The curriculum has been developed with the cooperation and advice of the Occupational Advisory Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. There is an occupational demand in the community for the occupational skills being taught	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

1.

C. TEXTBOOKS/CURRICULUM REVIEW:

- The textbook/curriculum currently in use has been determined to be adequate by the committee and requires no additional review.
- The textbook/curriculum currently in use was determined to require updating.

The following textbooks/curriculum were presented to the committee for review.

- Goodheart-Wilcox – Graphic Communications: Digital Design and Print Essentials
- LEARN Adobe Series: Photoshop, Illustrator, and InDesign
- Adobe CC training series: Brain Buffet

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

D. CERTIFICATIONS: (List certifications available to your students)

- Adobe Certified Associate

Number of Students Receiving Certification:

- **Not taken yet this year**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

E. CAREER AND TECHNOLOGY STUDENT ORGANIZATIONS (CTSO) INSTRUCTION:

List how CTSO's have been incorporated in the program.

- School did not participate this year due to covid

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

F. COLLEGE IN THE HIGH SCHOOL/ARTICULATION AGREEMENTS:

List College in the High School/Articulation Agreements currently offered by your program.

- College in the High School
- – Harrisburg Area Comm College – 1 credit CIS Intro to PowerPoint
- POS Statewide Articulations
- - Westmoreland County Community College – 9 credits
- - Commonwealth Technical Institute – 12 credits
- - Thaddeus Stevens College of Technology – 11 credits
- Direct Articulations
- - Academy for Media Productions - \$2,000 tuition credit
- - Hagerstown Community College – 3 credits

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

SECTION 6: ADULT EDUCATION

This program currently has no associated adult education offerings associated with it.

This program has adult education offerings as listed below:

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

1.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

7 students and Mr. Hawbecker completed the Certified Tourism Ambassador training through the Franklin County Visitor's Bureau. The CTA training is a nationally recognized certification that includes workforce development, personal enrichment and community improvement.

We completed the NOCTI Written tests Friday, April 16th. All seniors have taken the test. All students have gone up with their scores from the pre-test they took during their first year. 12 of 16 students have completed the test above the previous Advanced Cut Score.

Program Equipment Update:

New equipment received this school year

1-Roland 24" CAMM and stand vinyl cutter

2-Roland Stika 15" vinyl cutter

3-computer chairs (12)

4-task chairs (8) - to be used in the Collaboratory (collaboration space)

5-various items to set up the Digital Media Studio (sound blanks, acoustic foam panels, microphones)

**Equipment moved up to this year from last year's Perkins Grant
(ordered/delivered/set-up)**

1-CWT 1630 Premium Worktable

Equipment moved up to next year's Perkins Grant

1-Graphtec FCX2000-120VC Flatbed Cutter

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS: