

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

PROGRAM AREA: HVAC

MEETING DATE: 4/21/2021

START: 6:00 PM

ADJOURN: 8:30

COMMITTEE CHAIRPERSON: Ryan Shipp

COMMITTEE MEMBERS/GUESTS ATTENDING:

Seth Lanhardt
Jackie Martin
Mike Plum
William English
Nick Spencer

Ryan Shipp
Brooks Whitson
Ken Boxler

BRIEF MEETING SUMMARY

Followed the Spring OAC Meeting Agenda. Topics included Program updates due to COVID., 5 Year Equipment Plan, CTSO'S, Letters Of Support, Industry Credentials and Curriculum. Main focus of discussion was on the class schedule this year due to COVID and how that will relate to the students overall skill level when they graduate. Looked through the program POS and identified ares that where not taught due to time restraints.

ADMINISTRATIVE RESPONSE:

- **We are hopeful that students are available to satisfy employer needs this summer. Suggest looking at juniors as well who could then continue employment into the Fall/Winter in Coop assignments. Good turn out for the meeting, the Administration is appreciative of the level of support from the committee.**

Ryan Shipp

SECRETARY/CHAIRPERSONS SIGNATURE

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	12
Previous Year Completers	7
Placement Data	
Employed Related to Career Field	4
Employed Unrelated to Career Field	3
Military Service	1
Enrolled Postsecondary Education	0
Available for Employment but Unemployed	7

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. No suggestions or comments at this time.

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. Keep focused with the safety program and insure that the students are learning the importance of on the job safety. 10 hour online OSHA course was explained

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:

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. None

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.

- Textbooks and materials being used in the shop are in line with the postsecondary schools in the area in which our students attend.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. None at this time

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

- EPA 608
- R-410A safety
- 30 Hour OSHA
- ABC Core and Level 1

Number of Students Receiving Certification:

- | | |
|------------------------|-------------|
| • EPA 608 | 10 students |
| • R-410A safety | 4 students |
| • 30 Hour OSHA | 9 Students |
| • ABC Core and Level 1 | 16 Students |

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. None at this time

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

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

- No District or state competition this year due to COVID.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. None at this time.

F. COLLEGE IN THE HIGH SCHOOL/ARTICULATION AGREEMENTS:

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

- HACC

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. None at this time

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:

- HVAC Basics Class
- EPA 608 Certification Class

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

1. Discussed the need for an Adult Ed Instructor. Committee members will work through their contacts for suggestions.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- **None at this time**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. None at this time.