

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

PROGRAM AREA: Mechatronics
MEETING DATE: 4/22/2021 START: 6:30 ADJOURN: 7:30
COMMITTEE CHAIRPERSON: Daniel Stockman
COMMITTEE MEMBERS/GUESTS ATTENDING: Scott Hassler, Greg Betz, James Cover, Daniel Stockman
BRIEF MEETING SUMMARY This Meeting was held Virtually, a copy of the meeting's slideshow presentation can be found on the R:drive Items discussed: -Mechatronics classroom tour, notable changes (second floor added to classroom), Newly arrived equipment (URE3 Robot and MechLab). -What learning topics industry needs us to focus in on more (Schematic Reading, Troubleshooting, and PLCs) - Updated/Revised 5 yr equipment list -NOCTI Testing, Skills USA -ABC CORE (If we need it) -Getting our students MSSC Certified or at least ready for testing.
ADMINISTRATIVE RESPONSE: •

Daniel Stockman

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

- The Administration is pleased with the program enrollment and the progress made bringing Mechatronics from a one semester to two semester program, despite the pandemic. Equipment purchases went well with the exception of the Skill Boss Logistics Trainer which could not be purchased due to the grant not being approved.

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 2020: 13 Students Total – 6 Level 1, 7 Level 3

Enrollment Numbers – Semester 2 (Spring) 2021: 18 Students total - 10 Level 1, 8 Level 2

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Projected enrollment for 2021-22 is currently 7 and 5, 12 total new level 1 students

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	0
Students Placed on Co-op	0
Students Declining Co-op Opportunities	0

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

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Due to Covid, most of our Level 3 students in the fall were behind and we were not able to get them on Co-Op

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	6
Previous Year Completers	6
Placement Data	
Employed Related to Career Field	4
Employed Unrelated to Career Field	
Military Service	1
Enrolled Postsecondary Education	1
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. Updated the entire shop, added fire ext signage, eye wash signage, new MSDS, and LOTO

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. Some Items were removed from the POS, nothing added

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:

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.

- We have updated to a new textbook to be used in the 2021-22 school year. The text book is what most other schools are using and deemed to be very good.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

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

- OSHA 10 General Industry

Number of Students Receiving Certification:

- All students will receive OSHA 10 training

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

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

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

- SkillsUSA was cancelled, NOCTI Testing was written only

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.

- ELOC 153, ELOC 172, IA201
- FCCTC is working with Hagerstown Com. Col. And HACC

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. Mr. Munson is working on curriculum for a possible course in the fall of 2021

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- Distance Learning of Mechatronics
- The request for gifts/prizes for top students for graduation
- 5-year equipment list needs and updates
- Need for Co-op opportunities for Seniors, Graduates
- Look in cheaper training equipment, recommended Fischer Technologies, Learningpit.com

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. The new upgrades made to the classroom are going very well. The use of the grant money this year was outstanding, we were able to secure a lot of much needed equipment
2. **We will work on giving our students the best education as possible with the Covid restrictions and are hopeful that we get back to normalcy in the fall. If we continue the way we are currently next year, we are prepared.**