

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

**PROGRAM AREA:** Veterinary Assisting

**MEETING DATE:** 4/22/2021      **START:** 8pm      **ADJOURN:** 8:45pm

**COMMITTEE CHAIRPERSON:** Dorothy Newman

### COMMITTEE MEMBERS/GUESTS ATTENDING:

Lisa Cook, LVT; instructor at CareerTech  
Dorothy Newman, LVT; manager at Franklin Vet Associates  
Deanna Becker, DVM; owner of North Paws Animal Hospital  
Connie Woody; Executive Director of CVAS  
D Kolish; Adoption Counselor at CVAS  
Tina Role, LVT; Wilson College  
Eileen Antrobus, LVT; Banfield- Mechanicsburg  
Marley Miller; student guest  
Livia Funk; student guest

### BRIEF MEETING SUMMARY

This meeting was held via Zoom, and in person. In attendance in person were Dorothy Newman, Eileen Antrobus, and myself. The meeting started with a student from group A and a student from group B discussing how the semester is going for themselves as well as their group. Minutes from the Fall were approved, and updates were discussed; ex: seniors shadowing at Franklin Vet, facilities/ equipment update, and AVA exam scheduling. Enrollment for next year, as well as this year's Co-Op, and last year's senior placement were reviewed. Safety in the shop was found to be still satisfactory. An "update" to the POS was discussed and supported by the committee, and NOCTI updates were explained. Curriculum, certifications, CTSO experience, and textbooks were found to be satisfactory. Members gave some topics that could be added to our curriculum. Lastly, articulations were reviewed, and a possibility of a new one with Wilson College was discussed.

### ADMINISTRATIVE RESPONSE:

- **Very good representation from the business community, nice support for our program. Really liked the inclusion of students in the meeting. Evidence exists in minutes of good discussions and strong support of the program.**

Dorothy Newman

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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.
  - None needed.

## SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Facilities & Equipment- still ok; autoclave & centrifuge are tentatively on list for Perkins next year.
- AVA exam- will do end of year for both semesters
- Senior experience- Franklin Vet shadowing surgeries on Wednesday of HBCTE week

## SECTION 3: UPDATE OF PROGRAM

### A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 6-10-6=22

Enrollment Numbers – Semester 2 (Spring) 12-6-5=23

### COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

### B. Cooperative Education

#### Student Statistics

	Number of Students
Eligible Students	<b>10 total</b>
Students Placed on Co-op	<b>2</b>
Students Declining Co-op Opportunities	<b>8</b>

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

- Semester 1: 6 seniors: 6 eligible. 5 had employment at animal related job; two were actual co-op. (The Pet Store and Greencastle Vet).
- Semester 2: 5 seniors: 4 eligible. All declined.

### COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

**C. STUDENT PLACEMENT: (From Senior Placement Survey)**

	<b>Number of Students</b>
Previous Year Graduating Seniors	19
Previous Year Completers	15
<b>Placement Data</b>	
Employed Related to Career Field	7
Employed Unrelated to Career Field	7
Military Service	0
Enrolled Postsecondary Education	3
Available for Employment but Unemployed	2

**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. No changes; no changes needed.

**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. The POS hasn't technically been updated, but it has been edited. Dipping a patient was removed, and reading syringes & identifying anatomical terms were added.
2. There was no performance NOCTI, but we did do the written for Post-NOCTI in order to get some data for us.

**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. Members were asked what topics are trending in their fields right now: fear free medicine (already discuss); diets, ex: grain free, raw; etc (will discuss in more detail); state laws in regards to rabies protocol, cruelty, etc.

**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.

- Veterinary Assisting: Elsevier

- Medical Terminology: Romich
- Small Animal Care & Management: Warren
- Office Practices: Judah

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Continue using.

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

- OSHA 10 hour
- NAVTA's Approved Vet Assisting

**Number of Students Receiving Certification:**

- Both semesters to take May 20<sup>th</sup>.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

- 1.

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

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

- FFA Veterinary Science competition is being held virtually this year on May 19<sup>th</sup>. All portions will be multiple choice, and the team activity will be recorded. 5 students will be participating.
- SkillsUSA did not participate in competitions this year.
- We did not enter HOSA this year.

**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.**

- Cal-U and Harcum College

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Lisa sat in on Fulton County's new Vet Program's OAC and spoke briefly with Tammy Ege about their course framework changing a bit; it's possible that since they no longer practice venipuncture & injections in their first semester, we could discuss an articulation agreement again. Tina Roles said that she will talk to Tammy more.

**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:**

- Discussed A/B and HBCTE schedule
- Student awards assembly at GASD and golf tournament at Caledonia is cancelled.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.