

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

<b>PROGRAM AREA:</b>	<b>MECHATRONICS</b>				
<b>MEETING DATE:</b>	10/7/2021	<b>START:</b>	5:00pm	<b>ADJOURN:</b>	6:45pm
<b>COMMITTEE CHAIRPERSON:</b>	Jordon Lyons				
<b>COMMITTEE MEMBERS/GUESTS ATTENDING:</b>	Daniel Stockman, James Cover, Greg Betz, Jordon Lyons				
<b>BRIEF MEETING SUMMARY:</b>	<p>-Tour Shop</p> <p>-Reviewed Spring 2021 Minutes</p> <p>-Reviewed status of equipment</p> <p>- Recommendations</p> <p>-5 yr Equipment List</p>				
<b>ADMINISTRATIVE RESPONSE:</b>	<ul style="list-style-type: none"><li>• We would like to see better attendance at future meetings. Mechatronics enrollment strong and the administration acknowledges that this will be a very important program in our future and pledges support to keep it growing. We will follow up with James Cover for adult ed training for Spring semester.</li></ul>				

Daniel Stockman

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SECRETARY 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

- Discussed the new Text Book and Workbook

## SECTION 3: FACILITIES

### FACILITIES REPORTING FORM:

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
1. The room provides the most advantageous use of space available	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Room lighting is adequate for the the health and safety of the students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The room/lab areas are clean	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Tools and equipment are arranged in an orderly and task-appropriate manner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. The area has adequate storage facilities for permanent and consumable supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Emergency Cutoff (Panic) Stops/Buttons are in operating condition.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Strategic floor areas are properly lined	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Strategic floor areas are free of obstructions	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. There are adequate storage facilities for flammable and toxic materials.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. There is adequate ventilation for flammable and toxic materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Fire extinguishers are visible, accessible, properly maintained and adequate in number	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Classroom space for instruction in related theory is adequate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. The classroom/shop/laboratory temperature is comfortable	<input checked="" type="checkbox"/>	<input type="checkbox"/>

- |  |                                     |                          |
|--|-------------------------------------|--------------------------|
| 14. The classroom/shop/laboratory is large enough for the number of students served            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15. Persons with disabilities are accommodated in the classroom/shops/laboratory               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16. Students have appropriate access to to equipment and supplies                              | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17. As much as possible, the laboratory area mirrors the accommodations found in the workplace | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:**

1. None

**SECTION 4: EQUIPMENT AND SUPPLIES**

**A. EQUIPMENT AND SUPPLIES REPORTING FORM:**

- |  | <u>Satisfactory</u>                 | <u>Unsatisfactory</u>    |
|--|-------------------------------------|--------------------------|
| 1. The supply of tools and equipment is adequate to implement the curriculum   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Equipment and tools meet current industry standards and are appropriate for teaching the occupational skills for that business/industry | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. The condition of the equipment indicates proper care and maintenance  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Equipment should meet OSHA safety standards with respect to guards, shields, grounding, etc   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Safety protection (safety glasses, shields, etc.) is provided and instruction in the proper use of them is provided                     | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Supplies are adequate to implement program objectives   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7. An inventory of equipment is maintained by the teacher or other staff member  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. A schedule for repair and replacement of equipment, tools and supplies is maintained  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. A security system for the use of tools, equipment and supplies is maintained  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Safety Data Sheets (SDA/MSDS) are provided for each flammable, toxic or explosive material as recommended by OSHA                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

#### **COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:**

1. None

#### **B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES**

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
  - It was recommended to get a good 3-D printer that can handle larger projects. Also, look into Remote PLC applications (at minimum, discuss it with students) and design/build a troubleshooting trainer.
  - Members have agreed to remove the Amatrol Skill Boss from the 5yr equipment list due to the recent purchase of a much lesser costing Belt Conveyor system.
- 2.) What equipment is recommended for replacement within the next two years?
  - None of the equipment needs to be replaced, but mechanical benches need upgrades to allow for more student training.
- 3.) What equipment is recommended for replacement within the next five years?
  - Look into PLC applications to keep up with industry
- 4.) Other recommendations:
  - They liked the idea of expndng the second level to add more square footage to the classroom.
  - Start thinking of ways to incorporate sensors/robotics/motor controls with the new conveyors.

#### **COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Jordon Lyons is going to work with Scott Hassler on bringing Remote PLC applications to the classroom and has offered to train Mr. Stockman on the new equipment.

#### **C. UPDATE FIVE YEAR EQUIPMENT LIST FROM DISCUSSION AND ATTACH TO THIS DOCUMENT:**

#### **SECTION 5: GENERAL DISCUSSION**

##### **LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:**

- **OAC decided to scrap the Workbook that is available with the new text books.**

##### **COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

- **James Cover would be interested in becoming a Night School Educator for Mechatronics**
- **OAC is looking forward to offering students Belt Conveyor training and believe students will gain a step above other job applicants having this knowledge**
- **Both Jordon Lyons and James Cover volunteered to do the NOCTI Testing Evaluators in the spring of 2022**
- **Jordon Lyons would like to help with the Mock interviews**

