

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

PROGRAM AREA: CIM

MEETING DATE: 4/28/2022 **START:** 7:00PM **ADJOURN:** 9:00PM

COMMITTEE CHAIRPERSON: JIM OLSON (absent) Bryan Alleman filled in for Jim

COMMITTEE MEMBERS/GUESTS ATTENDING:

Keith Mackling
Tony Morrissey
Sharon Bair
Bryan Alleman

BRIEF MEETING SUMMARY

Discussed student enrollment. Mr. Alleman stated that enrollment is increasing slowly. Review minutes from prior meeting and discussed involvement of industry reps going to sending school career days. A lot of the meeting was spent on this and Mr. Alleman said he would like to set up another meeting for this.

ADMINISTRATIVE RESPONSE:

- **We are pleased to see that Co-op students are being placed in the program. The school to work grant should help with intergenerational enrollment. We would like to see continued effort in recruitment and support any effort to increase industry participation**

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

- Adult ed was held during fall 2021
- CIM to invite 1-2 employers to HS MS roadshows or career days

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 9

Enrollment Numbers – Semester 2 (Spring) 9

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Good Improvement for 2022-23. Good goal 15 max per semester. MAX of 23-25 semester would be difficult with 1 instructor on the lab floor

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	2
Students Placed on Co-op	2
Students Declining Co-op Opportunities	0

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

- Burnside Gordon Hampton
- Leshar Machine Clayton Smith

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

- 1.

C. STUDENT PLACEMENT: (From Senior Placement Survey)

Number of Students

Previous Year Graduating Seniors	5
Previous Year Completers	2
Placement Data	
Employed Related to Career Field	2
Employed Unrelated to Career Field	0
Military Service	0
Enrolled Postsecondary Education	0
Available for Employment but Unemployed	3

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Reviewed Data handed out from 2021

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. Bryan is doing good work preparing shop for organization (5S) Mill, Lathe, CNC and other machine tool organization. Tools for each piece of equipment small cost for 5S

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. Focus on CNC skills

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.

- Precision Machine Technology ISBN : 978-1-3377-9530-2
- Machinerys Handbook 31st Edition ISBN: 978-0-8311-3631-4

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

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

- NIMS (11 EA)
- OSHA 10

Number of Students Receiving Certification:

-

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. None

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

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

- Students have the opportunity to be in SKILLS USA

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.

- Penn College and Soar articulation

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:

- Intro to CNC
- Advanced CNC

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

- 1.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- Sharon and Keith to provide letter of support

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.