

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

PROGRAM AREA:	HVAC		
MEETING DATE:	5/12/2022	START:	7:00
		ADJOURN:	9:00
COMMITTEE CHAIRPERSON:	Ryan Shipp		
COMMITTEE MEMBERS/GUESTS ATTENDING:			
<p>Jackie Martin Ryan Shipp Mike Plum William English Brooks Whitson Christian Shannon Mason Dishong Kenneth Boxler</p>			
BRIEF MEETING SUMMARY			
<p>Committee went through the agenda for the meeting. Updates were given on the 5 year equipment plan. For the 2022-2023 school year we have a JLG scissor lift slated to be purchased. This will be purchased through Perkins funding. Discussion was made on how this will benefit the student. In the residential end of HVAC students generally won't use a lift, but it is the commercial side of the industry that uses a lift on a regular basis. Almost half of the HVAC students that graduate go into the workforce in the commercial side of HVAC. Also working close with the other shops in the construction trade here at the school it will enhance those students skills as well. Committee gave approval for this purchase. Section 6 on the list, having to do with Adult Ed, was a hot topic of discussion. Committee members see a real shortage of HVAC Techs. And would like to tap into the Adults that go through the program as well. See comments in the Adult Ed section #6 of this document.</p>			
ADMINISTRATIVE RESPONSE:			
<ul style="list-style-type: none"> • 			

Ryan Shipp

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.
 - No changes or discussion made.

SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Committee reviewed last meetings minutes and Administrative Response and are pleased with the support given to the shop.

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 22

Enrollment Numbers – Semester 2 (Spring) 21

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Next years total inrollment numbers at FCCTC are in the 1100 range. Most programs are full at roughly 23 students at this point, which includes HVAC.

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	11
Students Placed on Co-op	10
Students Declining Co-op Opportunities	1

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

- Musser Mechanical 1 Student
- Premier HVAC 1 Student
- Enviromental Comfort 1 Student
- Maryland Pipe 1 Student
- Martz Heating and Air 1 Student
- Johnson’s Refrigeration 1 Student
- Stoufer Mechanical 1 Student
- Shearer Plumbing and Heating 2 Students
- Rainbow International 1 Student

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Building industry is strong at this point and the need for qualified HVAC Techs are in high demand. All seniors but one where out on co-op (transportation issues) and we where still getting calls for students to fill their needs.

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	9
Previous Year Completers	8
Placement Data	
Employed Related to Career Field	7
Employed Unrelated to Career Field	1
Military Service	0
Enrolled Postsecondary Education	0
Available for Employment but Unemployed	1

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

Committee wanted to know what was the criteria for a non completer. Discussed the following from our SOAR documentation.

1. A) Did not score Advanced or Competent on their NOCTI/NIMS (End of Program Assessment Exam) or receive a Pennsylvania Skills Certificate or a Pennsylvania Certificate of Competency.
2. B) Did not complete their Secondary Competency Task List (signed by program instructor) for their Program of Study.
3. C) Did not meet the requirement of a 2.5 Overall Grade Point Average for Technical Core Courses (CTE Program levels 1, 2, 3).ompetency.

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 concerns at this point.

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 Program of Study was updated in the 2022 school year and will run through 2024. There were minimal changes made to the POS.

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 at this time.

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.

- NCCER Core and Level 1 textbooks. New revisions out and still being used by ABC in Hagerstown.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. None at this time.

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

- EPA 608
- OSHA 30
- Ladder Safety
- R-410A safety Cert.
- EPA 609

Number of Students Receiving Certification:

- **OSHA 30** **All Juniors**
- **EPA 608** **All Juniors**
- **Ladder Safety** **All 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 student participation from the HVAC Shop this year.

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.

- Most students who participate in these agreements go on to post secondary education at HACC. The students can receive 12 college credits while they are here at FCCTC. Had one student participate in the program.

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
- EPA Certification Class
- R-410A Certification Class
- Course completion Cert.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

1. At this point an Adult Ed instructor has not been found for the evening classes. Several emails have been sent to the committee members to be on the lookout for a instructor. At this time no one has stepped up to teach.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- Letters of support are included from Wadels heating and Cooling and MC Plum.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Work better at closing the gap when it comes to qualified HVAC Technician shortage.