

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

<b>PROGRAM AREA:</b>	Automotive Technology		
<b>MEETING DATE:</b>	4/27/2023	<b>START:</b> 6:00pm	<b>ADJOURN:</b> 7:40pm
<b>COMMITTEE CHAIRPERSON:</b>	Ronnie Shaffer		
<b>COMMITTEE MEMBERS/GUESTS ATTENDING:</b>	<p>Doug Bard, Wes Hart, Seth Heckman, Bill Leshner,          Ronnie Shaffer</p>		
<b>BRIEF MEETING SUMMARY</b>	<p>Meet in shop and discussed new vehicle prices, shop labor rates, part shortage and challenges facing the industry. Discussed equipment needs, coop placements, NOCTI, number of recent shop closures, and purchases made through Perkins.</p>		
<b>ADMINISTRATIVE RESPONSE:</b>	<ul style="list-style-type: none"> <li>Administration would agree with recommendations suggested regarding safety. The suggestions are needed and reasonable. Thank you for your continued involvement and support of the automotive program.</li> </ul>		

**X Z.4**  
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 Secretary/Chairperson's Signature

Franklin County Career and Technology Center promotes lifelong learning  
and prepares students for careers and post-secondary education.

**SECTION 1: APPROVAL OF MINUTES OF LAST MEETING**

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

**IS]** The minutes of the last meeting are approved as presented.

**D** 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 high-pressure parts cabinet has been ordered and is due to ship in May.
- Got approval on purchase of 2 post lift.
- Discussed placement of new lift, remove 10k from bay 2 and install ISk there for working on longer vehicles and moving existing 10k lift to behind alignment rack.
- Purchased 3 student tool boxes from the 5 year equipment list.

**SECTION 3: UPDATE OF PROGRAM**

**A. ENROLLMENT:**

Enrollment Numbers - Semester I(Fall) 20

Enrollment Numbers - Semester 2 (Spring) 19

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

- 1.

**B. Cooperative Education**

**Student Statistics**

	<b>Number of Students</b>
Eligible Students	<b>4</b>
Students Placed on Co-op	<b>3</b>
Students Declining Co-op Opportunities	<b>1</b>

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

- Gordon's Concrete
- Keystone Ford
- Firestone Complete Auto Care

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

**Number of Students**

Previous Year Graduating Seniors

Previous Year Completers

Placement Data

Employed Related to Career Field

Employed Unrelated to Career Field

Military Service

Enrolled Postsecondary Education

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 **D**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

**SECTION 5: CURRICULUM**

**A. POS TASK LIST:**

**IZJ** The Pennsylvania Department of Education Program of Study Task List has not been updated this year and requires no additional review.

**D** 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.

**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 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 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.

**D** The textbook/curriculum currently in use was determined to require updating.

The following textbooks/curriculum were presented to the committee for review.

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**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

- Lifting it Right
- OSHA
- State Inspection

**Number of Students Receiving Certification:**

- 6
- 6
- 1

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

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

- One student competed at Districts for 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.

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**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

**SECTION 6: ADULT EDUCATION**

**D** This program currently has no associated adult education offerings associated with it.

This program has adult education offerings as listed below:

- State Inspection

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:**

1.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- Committee discussed the improvements made to the shop over the last 5 years to bring the shop up to current industry standards. Discussed replacing outdated head light aimer to meet current state safety inspection standards. Discussed replacing several worn out air hose reels and adding air hose reels in additional places in the shop. Discussed adding a large tool box for storing shop tools to increase organization and efficiency.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Committee members agreed on the above