

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

PROGRAM AREA: **COMPUTER INTEGRATED MANUFACTURING**

MEETING DATE: 8/11/2022 **START:** 10:30 **ADJOURN:** 11:45

COMMITTEE CHAIRPERSON: Jim Olson

COMMITTEE MEMBERS/GUESTS ATTENDING:

Bryan Alleman
Keith Mackling Epiroc
Sharon Bair Manitowoc
Jim Duffey
Terry Miller
Michelle Mellott

BRIEF MEETING SUMMARY:

1. Bryan opened the meeting at 10:30 am with the presentation of the agenda.
2. Member sign-in and roster update.
3. Bryan reviewed the minutes from Oct 4, 2021 OAC meeting, Sharon motioned to approved with a second from Keith.
4. Bryan reviewed the upcoming events listed on the agenda and encouraged participation from local manufacturer's to support the events for recruitment. Road Shows during evenings to allow more parents to attend and encourage their children to consider CIM.
5. Enrollment for Fall 2022 Semester is currently 10 students.
6. Adult Education Grant – 2-1/2 years (Handout presented to attendees)
7. Opportunity for (2) Equipment Purchases
 - a. 5 Axis Mill - \$110,000
 - b. Robotic / Megatronics Cell Machining
 - i. Keith will initiate contact: FCCTC & Gosiger/Okuma (Load&Go AWR)
 - c. Add a few more Manual Machining Hours during early stage
8. Other Miscellaneous Items:
 - a. Bryan confirmed two letters of support from local companies
 - i. Epiroc
 - ii. Manitowoc
 - b. Jim Duffey would like to see update of CIM Brochure and include Epiroc Support.
 - c. Jason Drake to arrange visit with his team to FCCTC – coordinate with Bryan.
 - d. Improve the Career Path Poster to include Salary Range Levels.
 - e. All attendees should support CIM with signage in the school.
 - f. Need to update the current roster of attendee support.
 - g. Companies should support CIM with following:
 - i. Shop Layout on CAD
 - ii. Current Machine List

- iii. Update & maintain (5) year equipment list
- iv. Scrap Material – small diameters
- v. Consider FCCTC before disposing of any equipment
 1. Must be in “good” condition.

9. Officer Vote – Next Meeting

10. Attendees present toured the shop and noticed an improvement in the cleanliness, organization and safety awareness had improved during the past year.

11. Meeting closed at 11:45 am.

ADMINISTRATIVE RESPONSE:

- **Administration is pleased with the progress being made in the CIM program. We would encourage Mr. Alleman to continue to update the layout of the shop area to better replicate industry. We are looking at purchasing additional equipment as recommended by the committee. We appreciate the commitment of the OAC members.**

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.

•

SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

•

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.

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.

B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES

1.) What additional equipment is recommended to meet current industrial/occupational skill standards?

•

2.) What equipment is recommended for replacement within the next two years?

•

3.) What equipment is recommended for replacement within the next five years?

•

4.) Other recommendations:

•

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

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:

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

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

PROGRAM AREA: **COMPUTER INTEGRATED MANUFACTURING**

MEETING DATE: 9/29/2022 **START:** 6:00 PM **ADJOURN:** 7:30 PM

COMMITTEE CHAIRPERSON: Jim Olson

COMMITTEE MEMBERS/GUESTS ATTENDING:

Bryan Alleman
Sharon Bair Manitowoc
Terry Miller

BRIEF MEETING SUMMARY:

- i) Try to expand the OAC. We have lots of people attending roundtables, who can we get to join the OAC.
 - ii) Discussed the 5axis Haas VF2 – Still waiting on approval. Tony asked was it full 5 axis or just 3+2. Bryan confirmed full 5 capabilities
 - iii) Terry Miller pressed home the point they are focusing on ‘appropriate placement’. The results are starting to be seen in the next cohort of students
 - iv) We saw the new adjustable height workbenches. Good value @ \$83
 - v) Tool room has been cleaned up and repainted
 - vi) New sink + eye wash station installed
 - vii) We agree it is a good idea to get rid of 4 old mills and replace with 2 newer. Students will still need good manual mills for Nims certification.
 - viii) Tony has a CNC technician who could be contacted for machine maintenance. Should be more affordable than going through machinery dealers. Bryan to contact.
 - ix) Plan to eliminate old tool carts
 - x) Steel rack was removed, wall painted and repaired
 - xi) Steel rack moving to newly purchased container outside
 - xii) Tony and Sharon both recommended looking at Kaizen foam for new tool kits
 - xiii) Sharon to look for volunteers to come in and assist with clean-up/ reorganization.
 - xiv) Review disposing of big lathe in spring
 - xv) Review the need to epoxy floor in Spring(not suggested)
- 12.

ADMINISTRATIVE RESPONSE:

- **Administration reviewed minutes from the July CIM OAC meeting and this Fall OAC meeting. Recommendations from industry partners regarding equipment and physical shop updates are in line with what the administration would like to see as well. Administration wants to see the program enrollment increase for CIM and all these suggestions strategies are appropriate for improved marketing, recruitment and overall appeal of the program for perspective students.**

SECRETARY SIGNATURE

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SECTION 3: FACILITIES

FACILITIES REPORTING FORM:

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19. Room lighting is adequate for the the health and safety of the students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. The room/lab areas are clean	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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- | | | |
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| 31. The classroom/shop/laboratory is large enough for the number of students served | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 32. Persons with disabilities are accommodated in the classroom/shops/laboratory | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 33. Students have appropriate access to to equipment and supplies | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 34. 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:

2.

SECTION 4: EQUIPMENT AND SUPPLIES

D. EQUIPMENT AND SUPPLIES REPORTING FORM:

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|---|-------------------------------------|--------------------------|
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COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

2.

E. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES

5.) What additional equipment is recommended to meet current industrial/occupational skill standards?

- Ref Minutes

6.) What equipment is recommended for replacement within the next two years?

- Ref Minutes

7.) What equipment is recommended for replacement within the next five years?

- Ref Minutes

8.) Other recommendations:

- Ref Minutes

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

2.

F. UPDATE FIVE YEAR EQUIPMENT LIST FROM DISCUSSION AND ATTACH TO THIS DOCUMENT:

SECTION 5: GENERAL DISCUSSION

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-

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

2.