

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

PROGRAM AREA: Electrical Occupations
MEETING DATE: 4/28/2023 START: 6:00 PM ADJOURN: 8:30PM
COMMITTEE CHAIRPERSON: Matthew Dennis (Foltz/Hershey motion/Unanimous)
COMMITTEE MEMBERS/GUESTS ATTENDING: In Attendance: Todd Foltz, Shane Hershey, Brian Weibley, Dwight Munson, Matthew Dennis, Robert Wolff, Tyler Ames New Member added: Tucker Swartz Absent: Dale Bohn, Erick Myers, Joel Oyler, Tim Zimmerman, Chris Raugh, Aubrey Burkholder, Shannon Yates, Mark Semler, Jeff Daughenbaugh, Rich Conner
BRIEF MEETING SUMMARY The meeting started at 6:00 PM. Matthew Dennis was nominated as the chair. We completed the items on the reporting form/minutes. We Reviewed the task list and curriculum. We discussed the items on the agenda. Other topics discussed were: Mock interviews, and summer jobs/co-op jobs. Current NEC code cycle for PA. Student learning levels, comprehension levels, and retention levels were discussed.
ADMINISTRATIVE RESPONSE: <ul style="list-style-type: none">Administration is appreciative of the committee’s continued involvement and support. Administration is interested in many of the topics listed as discussion points for this meeting. We are always interested in the feedback from our industry partners and would welcome thoughts, suggestions, recommendations to improve or address the discussion topics mentioned.

Dwight E. Munson Jr.

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.
 - Foltz/Weibley motion/Unanimous

SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- No recommendations from the last meeting

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 23 students

Enrollment Numbers – Semester 2 (Spring) 21 students

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	6
Students Placed on Co-op	5
Students Declining Co-op Opportunities	0

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

- Tele-Plus 1 students
- Rich Conner/C.V. Wenger 1 student
- AAIM Controls 1 student
- BBEC 1 student
- Decker Electrical (fired) 1 student

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	14
Previous Year Completers	14
Placement Data	
Employed Related to Career Field	11
Employed Unrelated to Career Field	2
Military Service	1
Enrolled Postsecondary Education	1
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

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.
Weibley/Hershey motion/Unanimous

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 Copy was provided in the fall meeting and available for any requesting member.
2. Curriculum was explained and discussed.

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.

- Mr. Munson will contact Mr. Burkholder and discuss the current NEC code cycle and determine when the next change will be made. In the fall meeting the members will discuss when the next books will be purchased.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

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

- NCCER Core Curriculum
- NCCER Electrical Curriculum level 1 through 4
- OSHA 30 hour construction
- 4 Ladder Certifications through the American Ladder Institute

Number of Students Receiving Certification:

- **12 Seniors graduated with all certifications.**
- **2 seniors graduated with 2 of the 4 certifications.**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

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

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

- SkillsUSA
- National technical honor society

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.

- HACC- ELOC 153 for 4 credits, ELOC 157 for 4 credits, IA 201 for 4 credits, ELOC 175 for 2 credits.

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:

- Electricity 1
- Electricity 2

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

1.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- Student learning, student comprehension, student skill & knowledge retention
- Golf Tournament
- Mock interviews
- Summer jobs/co-op jobs
- NOCTI
- Road Show equipment
- Motion to adjourn Hershey/2nd Foltz /Unanimous

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.