

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

PROGRAM AREA: **INFORMATION SYSTEMS TECHNOLOGY 11.0901 AND 15.1202**

MEETING DATE: 9/28/2023 **START:** 5:00 PM **ADJOURN:** 6:00 PM

COMMITTEE CHAIRPERSON:

COMMITTEE MEMBERS/GUESTS ATTENDING:

Lewis Kauffman
Matt Ellis
Tim Byers

BRIEF MEETING SUMMARY:

The committee deemed the safety program, facilities, and equipment adequate. Recommendations were made to move the interactive display that was on the list for purchase next year out two years in order to purchase replacements for the research computers with faulty hinges. It was also recommended to try and purchase the replacement A+ computers this year out of the general budget if possible. Finally, the committee reviewed the POS for the 11.0901 Cip and found it was adequate.

ADMINISTRATIVE RESPONSE:

- Administration appreciates the committee’s flexibility with requested equipment. Recommendations can be added to the 5-year equipment list for consideration through Perkins funding and/or other equipment grants.
- We thank the OAC for their review and revision of this list and ability to prioritize program needs.
- We also understand the struggle to really be able to predict what changes will be made in this industry and what may be equipment priorities in five years. That’s a large window of time in a rapidly changing industry, but we are appreciative of the continued support and industry specific input this committee offers Mr. Byers and the school.

Timothy A. Byers

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.

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SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- The Mike Meyers' CompTIA A+ Guide to Managing and Troubleshooting PCs textbook and lab manual have been purchased and Mr. Byers is in the process of incorporating them into the Computer Maintenance and Repair curriculum for the Spring semester.

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"/>

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|--|-------------------------------------|--------------------------|
| 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. The committee inspected the facilities and determined they were consistent with industry standards and the size of the room were adequate for the number of students enrolled in the program.

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. The committee found the tools and equipment in good repair with any required guards or warnings in place. Additionally, they determined that there was adequate safety equipment available for the students.

B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
 - Monitors in the research area are 5 years old and are in the Perkin's budget for replacement this year.
 - Small form factor computers are in the Perkin's budget for purchase this year.
 - A+ Computers should be replaced this year but were not included in the Perkin's budget and will need to come out of my regular budget.
- 2.) What equipment is recommended for replacement within the next two years?
 - Replace the research computers. A design flaw with the hinges requires constant maintenance.
- 3.) What equipment is recommended for replacement within the next five years?
 - 2 Cisco Labs to replace older equipment and bring up to industry standards
 - Wireless management technologies
 - Cloud based technologies
 - Multifactor Authentication Equipment
- 4.) Other recommendations:
 - The interactive display was removed from the 5 year equipment list

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. The committee expressed frustration in trying to predict where the industry would be in five years.
2. The committee recommended trying to purchase the A+ computers from the regular budget.
3. The committee confirmed the need for the small form-factor computers and replacement monitors.
4. The committee concurred with the recommendation to replace the research computers in the 2024-25 school year.

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:

- **POS review – The POS for 11.0901 is being reviewed for this year and the current task list was presented to the**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. The committee did not see any need to change the current POS.

INFORMATION SYSTEMS TECHNOLOGY 11.0901 AND 15.1202 FIVE YEAR EQUIPMENT LIST

IST FCCTC - 5 Year Equipment List (OAC Approved Projections & Recommendations)						
Year	Item	Justification for Need	QTY	Cost per Unit (\$)	Total Cost (\$)	Purchase Status
2022-23						
1	Net+ Servers	Current Servers will have met end-of-life.	20	\$800	\$16,000	Purchased 12/22
2	Industry Related Certifications	Increase student exposure and employability.	1	\$1,000	\$1,000	
2023-24 – Current Year						
1	LED Monitors	Current LED Monitors for Research Computers will be 5 years old and will have reached their end of life.	24	\$130	\$3,120	To be purchased out of Perkins.
2	Replacement A+ Computers	The oldest of the Cisco Lab equipment will be obsolete and require replacement to meet industry requirements.	15	\$500	\$7,500	Administration moved to next year.
3	Small form factor computers	Recommended to meet current industry practices.	5	\$500	\$2,500	To be purchased out of Perkins.
4	Industry Related Certifications	Increase student exposure and employability.	1	\$1,000	\$1,000	
2024-25						

1	Interactive Display	Current laser projector will be nearing end of life.	1	\$4,000	\$4,000	Deleted as per committee.
2	Replacement Research Computers	The research computers purchased in 2021 have a defect in the hinges requiring constant replacement.	24	\$900	\$21,600	
3	Industry Related Certifications	Increase student exposure and employability.	1	\$1,000	\$1,000	
2025-26						
1	Cisco Lab	The oldest of the Cisco Lab equipment will be obsolete and require replacement to meet industry requirements.	2	\$6,500	\$13,000	
2	Wireless Management Technologies	Student exposure to trending technologies.	1	\$2,000	\$2,000	
3	Cloud Based Technologies	Student exposure to trending technologies.	1	\$2,000	\$2,000	
4	Multifactor Authentication Equipment	Student exposure to trending technologies.	1	\$1,000	\$1,000	
5	Industry Related Certifications	Increase student exposure and employability.	1	\$1,000	\$1,000	
2026-27						
1	Net+ Servers	Servers will no longer be able to support the newest OS.	15	\$1,000	\$15,000	
2	Mobile Device Management and Deployment Technologies	Student exposure to trending technologies.	1	\$3,000	\$3,000	
3	Interactive display for the theory room	The current laser projector will have reached end of life	1	\$5,000	\$5,000	

4	Industry Related Certifications	Increase student exposure and employability.	1	\$1,000	\$1,000	