

**Franklin County Career and Technology Center
FALL OCCUPATIONAL ADVISORY COMMITTEE REPORTING FORM****PROGRAM AREA:** BCT**MEETING DATE:** 10/19/2020**START:** 5:30**ADJOURN:** 6:30**COMMITTEE CHAIRPERSON:** Todd Rock**COMMITTEE MEMBERS/GUESTS ATTENDING:** David Group, David Hann, Fred Morris, Jeremy Fogelsonger, Todd Rock, Richard Mickey**BRIEF MEETING SUMMARY:** Following the review of agenda items the OAC was given a tour of the Practical Nursing Program Building. The OAC greatly commends all members of FCCTC who contributed to this project. This is an outstanding display of excellence on the part of both instructors and students.**ADMINISTRATIVE RESPONSE:**

- Admin appreciates the support of OAC members and the fine work of the BCT Program. An added note is that Mr. Wagaman has been nominated for the Associated Builders and Contractors Craft Instructor of the Year for 2020 which will be announced in December.

Jeremy Fogelsonger

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

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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
15. Persons with disabilities are accommodated in the classroom/shops/laboratory
16. Students have appropriate access to to equipment and supplies
17. As much as possible, the laboratory area mirrors the accommodations found in the workplace



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?

- All equipment is up to date.

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

- None.

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

- None.

4.) Other recommendations:

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Everything is in good order with the BCT program. The OAC is impressed with the amount of work getting completed during this year of modified education. The online work designed by the instructor meets industry standards and is helping to equip students with employability skills. Keep up the good work!

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.

FIVE YEAR EQUIPMENT LIST

	<u>Item</u>	<u>Justification/Why is it needed?</u>	<u>QTY</u>	<u>Unit Cost</u>	<u>Total Cost</u>	<u>Purchase Date</u>
2017-18	1					
2018-19	1					
2019-20	1					
2020-21	1	SawStop Table Saw				
2021-22	1					