

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

PROGRAM AREA: **AG MECHANICS**

MEETING DATE: 10/5/2017 **START:** 6:38 PM **ADJOURN:** 7:58 PM

COMMITTEE CHAIRPERSON: Rodney Anderson

COMMITTEE MEMBERS/GUESTS ATTENDING: Jerry Beckner, Jason Rife, Bobby Martin, Rodney Anderson, Andy Anderson, Brian Yeager

BRIEF MEETING SUMMARY: Members read and approved the spring '17 meeting minutes and administrative response. Discussed class size, projects, senior placement, etc.

ADMINISTRATIVE RESPONSE:

- Good focus on equipment needs. Board approval will be needed to offer Kubota engine for public bid. Keep up the progress on the computer-based instruction (hydraulic training course).

Rodney Anderson

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.

•

SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Reviewed and approved

SECTION 3: FACILITIES

FACILITIES REPORTING FORM:

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
1. The room provides the most advantageous use of space available	X	<input type="checkbox"/>
2. Room lighting is adequate for the the health and safety of the students.	X	<input type="checkbox"/>
3. The room/lab areas are clean	X	<input type="checkbox"/>
4. Tools and equipment are arranged in an orderly and task-appropriate manner	X	<input type="checkbox"/>
5. The area has adequate storage facilities for permanent and consumable supplies	X	<input type="checkbox"/>
6. Emergency Cutoff (Panic) Stops/Buttons are in operating condition.	X	<input type="checkbox"/>
7. Strategic floor areas are properly lined	X	<input type="checkbox"/>
8. Strategic floor areas are free of obstructions	X	<input type="checkbox"/>
9. There are adequate storage facilities for flammable and toxic materials.	X	<input type="checkbox"/>
10. There is adequate ventilation for flammable and toxic materials	X	<input type="checkbox"/>
11. Fire extinguishers are visible, accessible, properly maintained and adequate in number	X	<input type="checkbox"/>
12. Classroom space for instruction in related theory is adequate.	X	<input type="checkbox"/>
13. The classroom/shop/laboratory temperature is comfortable	X	<input type="checkbox"/>

- | | | |
|--|----------|--------------------------|
| 14. The classroom/shop/laboratory is large enough for the number of students served | X | <input type="checkbox"/> |
| 15. Persons with disabilities are accommodated in the classroom/shops/laboratory | X | <input type="checkbox"/> |
| 16. Students have appropriate access to to equipment and supplies | X | <input type="checkbox"/> |
| 17. As much as possible, the laboratory area mirrors the accommodations found in the workplace | x | <input type="checkbox"/> |

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

1. none

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 | X | <input type="checkbox"/> |
| 2. Equipment and tools meet current industry standards and are appropriate for teaching the occupational skills for that business/industry | X | <input type="checkbox"/> |
| 3. The condition of the equipment indicates proper care and maintenance | X | <input type="checkbox"/> |
| 4. Equipment should meet OSHA safety standards with respect to guards, shields, grounding, etc | x | <input type="checkbox"/> |
| 5. Safety protection (safety glasses, shields, etc.) is provided and instruction in the proper use of them is provided | x | <input type="checkbox"/> |
| 6. Supplies are adequate to implement program objectives | x | <input type="checkbox"/> |
| 7. An inventory of equipment is maintained by the teacher or other staff member | x | <input type="checkbox"/> |
| 8. A schedule for repair and replacement of equipment, tools and supplies is maintained | x | <input type="checkbox"/> |
| 9. A security system for the use of tools, equipment and supplies is maintained | X | <input type="checkbox"/> |
| 10. Safety Data Sheets (SDA/MSDS) are provided for each flammable, toxic or explosive material as recommended by OSHA | X | <input type="checkbox"/> |

11.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

1. n/a

B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
 - Pressure washer cabinet and building to house steam jenny, which are both on 2017-18 5 yr. list
- 2.) What equipment is recommended for replacement within the next two years?
 - Glass Bead Cabinet, Floor model Drill Press
- 3.) What equipment is recommended for replacement within the next five years?
 - Lap Top Computers
- 4.) Other recommendations:
 - Closed circuit cameras to keep better track of students behavior and safety.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. none

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:

- Sell Kubota engine that was rebuilt as a project approximately 10 years ago. Valued at \$1200 to \$1500 as-is

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Operated hydraulic training course on computer. Members were pleased about the up to date information and graphics.

FIVE YEAR EQUIPMENT LIST

School Year	Item #	Item Name	Justification/explanation why needed	Unit Quantity	Cost per Unit
Current 2017-18	1	Pressure washer cabinet	Improve instructional strategies, meet industry standards, provide students the ability to clean parts w/o going outside in bad weather, increase exposure to equipment and skills, improve student wage potential and marketability	1	5000
	2	Building to house Steam Jenny	Enable us to leave the steam jenny at the cleaning pad area, with no danger of freezing and eliminate pushing it back and forth from the shop area.	1	2000
	3				
	4				
	5				
2018-19	1	Hefty Mower Lift table	Improve instructional strategies, meet industry standards, increase exposure to equipment and skills, improve student wage potential and marketability	1	9700
	2	Carpport Canopy	Provide students the option of working outside in inclement weather, increase exposure to equipment and skills, improve student wage potential and marketability	1	2500
	3				
	4				
	5				
2019-20	1	Mig Welder	Improve instructional strategies, meet industry standards, increase exposure to equipment and skills, improve student wage potential and marketability	1	2600
	2				
	3				

	4			
	5			