



## Moore Norman Technology Center Advisory Meeting Minutes

<b>Meeting called by:</b>	Kevin Gunter & David Jackson	<b>Type of meeting:</b>	Advisory Spring Meeting
<b>Date of meeting:</b>	April 14, 2011	<b>Time of meeting:</b>	6:00 PM
		<b>Meeting Place:</b>	T110A
<b>In Attendance:</b>	Floyd Robb, Travis Jackson, Robert Lowry, Jerrod Idleman, Tracy Clarkson, Wendy Perry, Steve Ketchum, minutes taken by Chante Sourignavong		

### Electrical Trades/AIS Advisory Minutes

#### Welcome & Introductions

- The meeting was called to order at 6:45pm. Kevin thanked all the advisory board members for their continual support and taking the time of their busy schedule to attend MNTC advisory meeting. Kevin wanted the members to update their contact information for future references. Kevin introduced long term technical director, Steve Ketchum. Steve joined MNTC in November from Pioneer Technology (Ponca City).
- Members were asked to review fall 2010 meeting minutes after amendment of heading error was made. Motion to approve the minutes by Floyd Robb second Tracy Clarkson. Motion carried, minutes approved.

#### Follow-Up (Fall 2010)

- ARC Flash curriculum. Discussion included right to know, protective equipment and procedures.
- Kevin would like to purchase quality commercially produced curriculum. Robert Lowry will forward links for other resources.
- Instructors teaching objectives are: right to know, hazard types, worker rights.
- Residential cubicles will be built and install by Carpentry program, completion date by fall 2011.

#### Accreditation

- Moore Norman Technology Center long-term programs completed accreditation review by North Central & ODCTE on March 2-3, 2011. At the beginning of the fiscal year, instructors and support staff prepared for the evaluation. Kevin stated that we are waiting on final results. Initial feedback from evaluators was good.

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## Electrical Trades/AIS Advisory Minutes

### SkillsUSA

- Members are asked to donate hand tools, multi meters, or cash for Oklahoma state contest. Any members who would like to donate please contact Kevin or David. David stated that we do have a few conduit benders left from last year's donation from Curtis Delaney. Any cash donations will be used to purchase awards.
- State Contest in Tulsa, OK. Members are invited to attend. The technical competition will be on Monday (5/2/2011) and the awards assembly will be held on the following Tuesday. Please contact Kevin for directions. First place winner(s) will travel to Kansas City for National contest. This will be during the last full week of June.

### Job Outlook

- Industry job market has been steady. In spite of this ninety percent of graduating students were placed last year. Job outlook is better this spring. Placement last year was uncertain but prospects this year look better.

### Roll-Away House Projects

- Due to student numbers and students starting at the beginning of the last nine week period, students were not able to work on the house. With additional hours added to the residential curriculum there should be more time to work on the house next year.
- David asked the members to consider a recommendation for a "cut-off date" for starting new students during the last 9 weeks. It makes it very difficult or impossible for one instructor to teach new and current students if the other instructor is supervising a smaller number of students on the outside project. At this time if the program is not at 100% enrollment rate, new students can start at any available time. All long term programs are open entry, open exit with the exception of Health programs. The fourth quarter of the school year is particularly demanding. Preparation for Skills USA contest, students preparing to graduate and preparing for the next school year are factors that play into this. Instructors have a very difficult time balancing the needs of new students with the demands during the fourth quarter.
- Jerrod Idleman recommended having a cut-off date like the colleges in terms of a cut-off date for enrollment. Robert Lowry offered an opposing view. He mentioned that we might lose perspective students if we narrow the opportunity for enrollment. Members asked that the district investigate alternate plans such not allowing new students to enter the class after the third quarter.

### Curriculum

- Beginning this school year the hours for the Electrical Apprentice curriculum changed from 1000 to 1245 hours. Because of this the instructors were able to add time to the Residential curriculum. The additional hours should allow more time for instructors to have one-on-one time with students on various project(s) and flexibility for students to work on the Roll-Away projects if there aren't too many new students starting during the last quarter.
- The new Automated Systems curriculum hours changed from 1500 hours to 1625 hours.

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- This increase will give student ample time to finish work and not be overwhelmed with workload. This also allows some additional curriculum to be added.

### **New Business**

- The electronics courses required for the Automation diploma for MNTC and OCCC will be moving to a more interactive delivery system. The use of computers and web-based resources will replace most of the paper/pencil exercises. The core curriculum will not change.
- Electrical student, Jonshi Trejo was awarded student of the month. He is our Skills USA class president and school president the school.
- Information Technology building is running on schedule.
- One deserving electrical student has qualified for a scholarship from The Moore Home Builders Association. This scholarship is valued at \$1000.00. The scholarship will go towards tools and tuition.

**Adjourned at 8:05 pm**

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