



## Moore Norman Technology Center Staff Meeting Minutes

<b>Meeting called by:</b>	Tracy Jones	<b>Type of meeting:</b>	Fall Advisory Board Meeting
<b>Date of meeting:</b>	October 21, 2009	<b>Time of meeting:</b>	6:00 PM
		<b>Meeting Place:</b>	A109/Wiley Post
<b>In Attendance:</b>	Chante' Sourignavong, Richard Attebory, Jim Sharp, Garret Green, David Sheely		

### Precision Machining Advisory Minutes

#### Welcome & Introductions

- Tracy welcomed and thanks everyone for coming.
- Tracy advised the members for FY 2010-James Worden (Albond Inc.) & Jonathan Jones (Entek Inc.) Hopefully, will be able to attend Spring Advisory Meeting.

#### Curriculum-Career Majors

- State Department set criteria for all state funding agencies. Career majors will create a starting and ending point in the career cluster.
- CNC Machining Technician must align with State, OCCC, and MIMS standards.
- Manufacturing Technician are categorize into Machinist Assistant, Machinist, CNC Machine Operator, and CNC Machinist.
- Moore Norman has added Literacy, Numeracy, and High Expectations to curriculum to convene with "No Child left behind" and assist in decreasing the drop out rate in Oklahoma.

#### Student Portfolios

- Student's Portfolio can assist students by maintaining all employment information collectively. Students work on updating their resume by filling in lapse date, job(s) description, and learn the importance of longevity with employer. Portfolio includes resume, cover letters, certificate(s), and award(s).

#### SkillUSA District Contest

- Moore Norman will host this year's Regional contest on February 14, 2009. This will include Mid-America, Canadian Valley, and El Reno.
- SkillsUSA contest includes public speaking and documentation.

#### OCCC

- New degree offered at OCCC is AAS Manufacturing/Precision machining
- Currently, we have 12 students participating for Fall 2009 to earn college credit while attending Moore Norman Technology.
- Moore Norman is offering more college credits & classes on site. Students can earned 1000 level courses in Sociology, math, etc. All students who **do not** have more than 30 college credit they must take "Preparation for College & Life" course, which is offered at Moore Norman every 9 weeks.

#### Equipment Request

- Replacement of Bridgeport CNC has been moved up from two years to immediate request due to the cease of current Bridgeport CNC.
- In progress, optical comparator and surface grinder quotes.

**MNTC MISSION:** We enrich our community through innovative learning opportunities and dynamic business solutions

**MNTC VISION:** We are the recognized leader in innovative career education and dynamic business solutions.

**MNTC CORE VALUES:** We value **Relationships**, We strive for **Excellence**, We model **Integrity**.

### **Administration Remarks-Follow-Up on Recommendation(s)**

- Tracy advised the document camera and computer projector has not been installed in the classroom, working with IT Director to get installment date. Videos-DVD project has been tremendously challenging due to the poor quality of the VHS.
- HAAS CNC Turning Center Trainers is under final bidding, should have more information at Spring Meeting.

### **Advisory Members Comments/Suggestions**

- Advisory have suggested adding a Precision Machining Assistant due to the ratio of students to instructor. This would be for the safety of the students and enhance their training ability for the program. Currently, Precision Machining is at 100% capacity with 20 AM students and 19 PM students.
- Curriculum has not been modified since 20 years ago. Updating Curriculum to meet industry standards and technology, consider purchasing pre-written curriculum.
- Precision Machining has been fortunate the program consists of new students not recent graduates through the recession. Three graduates will be completing in December 2009.

**Meeting Adjourned at 7:00pm**

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