



## Moore Norman Technology Center Staff Meeting Minutes

<b>Meeting called by:</b>	Kevin Gunter and David Jackson	<b>Type of meeting:</b>	Electrical Trades Advisory
<b>Date of meeting:</b>	3-14-07	<b>Time of meeting:</b>	6:00 p.m.
		<b>Meeting Place:</b>	Electrical Trades Class Room
<b>In Attendance:</b>	Kevin Gunter, David Jackson, Gib Jordan, Wendy Perry, Alexa Mashlan, Steve Couch, Bill Byrd, Mike Campbell, Dustin Hamer, Tim Yaciuk, Mike Haley, Curtis Delaney		
<b>Absent:</b>	Jim Brewer, Tracy Clarkson, Jerrod Idleman, Derec Janaway, Floyd Robb		

### Opening Remarks, Welcome & Introductions

**Rollaway House** – David informed the group that inspections on framing, plumbing and electrical have been made on the project house. The inspectors had some ideas for future work and Electrical Trades had 6 repairs to make. He said they were small tasks and as soon as the heat and air is inspected they will be ready for the next phase. The expected date of completion is the end of May, they had some set backs due to inclement weather.

David expressed thanks for those talking with Norman City Council regarding the Rollaway House being able to be set in Norman City Limits. Curtis, along with other members, expressed his support in making this happen. The house will be inspected by the City of Norman and will be allowed to be put in the city limits.

**New Equipment-** Kevin informed everyone that they had new Disconnects for Transformer Trainers. One PLC was donated by Bill Byrd and made it possible for the Electrical program rebuild all existing PLC trainers. This made more floor space in the area as well as updated the materials in the shop.

**Software-** Kevin explained that they are looking in to some new software. The software that is currently there is an older version and will soon be outdated and an upgrade will be inevitable. Members discussed the needs and determined that 8 copies are needed. Kevin explained that the software must be purchased as individual copies. He has been working with Rockwell Software, turned down twice however, he feels confident that this third attempt is being heard. If it is not approved this time Kevin and David will be contacting members for approval to go to the board for funding by the end of the year.

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Visio software was also discussed. Kevin explained how this software can generate visuals for students in the curriculum. The program curriculum has not yet been made available in an electronic form. Steve inquired on the cost of the software and after being informed it is \$200 suggested going ahead and requesting it. He asked members if they agreed and they agreed that for that cost it would be worth the money to go ahead and get it. Kevin will notify everyone when RS Logix is complete.

**OJT Report-** David expressed appreciation to Curtis for on the job training with their students. Several students have had great experience working evenings and weekends with contractors. Many have led to employment.

**Enrollment Report-** David shared that high school student enrollment should be up. They usually work more with post secondary students but after recruitment at the high schools feels confident that the enrollment has improved. Wendy will get a copy of the 2007-2008 enrollments for Kevin and David. Alexa said co-enrollment numbers for OCCC are not in yet but will get copies to instructors as soon as possible.

**Skills USA State Contest-** Contest will be in Tulsa, May 3<sup>rd</sup> – May 5<sup>th</sup> and students will be competing in Industrial Motor Controls, Residential Wiring and Robotics and Automation Technology. Kevin said it is difficult to get team for robotics because it is mostly post secondary students and by this time they are completing curriculum and going in to the work field. They have 12 going at this point but anticipate losing some due to employment and other hurdles.

**Motor Control Boards for Skills USA Contest-** Kevin handed out part lists; cost will be approximately \$500 each and they need 4 of them. He has submitted the list to vendors expects quotes back by Friday. This does not include the cost of the material for the boards. He asked anyone interested in making donations to see him after the meeting.

**Awards for State Contest-** It was asked that anyone interested in donating awards for contest to see them after the meeting. David expressed gratitude for the past support and explained that because of the generosity of the committee the bar was raised to other competitors to step up on the awards given and that was much appreciated.

**A-B Packaging Group-** Jackie Lamperti from Anheuser Busch contacted Kevin and requested a tour of the Electrical program to observe training skills; several former MNTC students are employed with their company and their skills stand. There will be several representatives coming March 26<sup>th</sup> to visit the program.

**Follow Up on recommendations-** information was handed out with agenda.

**Adjourn-** 7:25

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