



## Moore Norman Technology Center Staff Meeting Minutes

<b>Meeting called by:</b>	David Jackson Kevin Gunter	<b>Type of meeting:</b>	Fall Advisory Board Meeting
<b>Date of meeting:</b>	October 30, 2008	<b>Time of meeting:</b>	6:00 PM
		<b>Meeting Place:</b>	T110A
<b>In Attendance:</b>	Chante' Sourignavong, Cecil Johnson, Floyd Robb, Shane Robb, Larry Grummer, Jerrod Idleman, Bill Byrd, Dustin Hamer, Wendy Perry, Mark Adrain, & Steve Couch.		

### Electrical Trades/AIS Advisory Minutes

#### Welcome & Introductions

- Kevin Gunter called to order the regular meeting of Electrical Trades/AIS Advisory Committee at 6:00 pm on 10/31/2008 in MNTC Technical Room T110A.
- Kevin Gunter welcomed members and guests.

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

- Steve Couch advised members of purchases made for the Electrical Trades Program. These include the heat & air system for the shop. The touch screens recommended from previous meeting are still under consideration.
- Steve will advocate any recommendations that are made by the Advisory Board.

#### New Equipment Request

- Mark Adrain (Festo) presented Mechantronics by Festo to the members. Festo is global acting company family owned from Germany. Festo is an industrial company and educational company. Festo provides hardware, software, and hundreds of training and consulting programs worldwide. Mechantronics deals with mechanical drives, fluid power, and programmable logic controllers. Festo is affiliated with Educational program partners, Industry Partners & Government partners. Festo equipment can be used for MSSC certification, SIEMENS Mechanics certification, IFPS certification, and Festo Certification.
- The Distribution Station cost \$8,000-\$12,000 per unit but can be connected to one another.
- Currently, Tulsa Tech and Meridian Tech in Oklahoma are implementing Mechantronics labs in their programs.
- Kevin Gunter asked the board members to vote to purchase Mechantronics by Festo or by alternative vendors. Currently, MNTC buys trainers and the curriculum has to be written, with Festo they will sell the equipment and provide curriculum to teach and meets the standardize career cluster. The program needs a minimum four modules and two (separate) stations depending on use. Estimated cost \$48,000. Discussion followed

**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**.

with Bill Byrd as to whether night classes would have access to the equipment. Additional funding may be available through BIS.

- **Board members** Voted unanimously to purchase Mechantronics by Festo or by alternative vendors. Members did inquire about purchasing more than two workstations to meet student's needs. Kevin advised depending on student's placement in the curriculum not all students will need the workstation at that present time. Expansion of night classes could also drive the purchase of additional equipment.
- **Board members** voted unanimously to renew subscription to the Rockwell Software Educational program due in December.

### **Certifications**

- NOCTI (Electrical Occupations) instructors have invested time to review the certification test. MNTC provides comparable assessment but NOCTI testing will work better. Currently, graduate students are not certified after completing the program. We want to provide certification that will be recognizing nationwide in the industry. Students can test to receive NOCTI after attending MNTC.
- Mechatronics/Fluid Power Society certification: Consideration of this certification for students with the possible purchase of Mechatronics equipment.
- NOCTI has contacted OCCC for certification-students will benefit to have NOCTI certification to enter work industry. NOCTI test serves as an outside source to test and certify our students
- **Board members** voted unanimously for the program to pursue NOCTI and Mechantronics certification.

### **Updates**

- RS Logic Software-installation completed with yearly renewal cost of \$1000.00
- Career Safe-online safety test, students have 3 attempts to received certification. Certification is valid for lifetime. Currently, trial period for students to study and test module. Tests are given in sequences; students cannot skip the previous test. If there are any changes to the regulations, the tests are updated to OSHA. Certificate can be placed in portfolio, students must complete 20 hours of on-line safety. Most programs are implementing this on-line safety training. Students, who are struggling and not passing instructors, have lesson plans and PowerPoint to teach them.
- Skills USA Nationals-Chad Campbell placed 8<sup>th</sup> at Nationals
- Class enrollment-32 students AM/ 25 students PM not at 100% capacity.
- OCCC enrollment- 29 students total of 244 college credits. Enrollment has increase due to easy process enrollment administer by Cindy Kropf.
- Roll Away House Proceeds-Administration has not given any response about the proceeds. Can this project be counted as yearly class fundraiser and the proceeds are divided by three programs, which are Carpentry, AC, and Electrical? The proceeds are used to fund community service projects and support our students at state and national competitions.
- Members agreed that the proceeds should be divided by the three programs and not be included in the general funds.

**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**.

### **Shop Tools Request(s)**

- Hole saw kit 3/8 to 4 inches-Electrical Trades have always borrowed from Carpentry. Estimated cost \$400.00
- Two Stow Tack, currently have one remaining. Estimated cost \$1200.00.
- One Digital Clamp on Meter 0-400 ac/dc. Estimated cost \$300.00 each.
- Board members voted unanimously to recommend these tools for purchase.

**Adjourned at 8:30 pm**

**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**.