

**Automotive Technology
Technical college high school
OAC Minutes**

Thursday March 10, 2010

Call to order 6:30 P.M.

Roll Call:

A. Franklin (Chip) Thomas
Tim Griesser
Rick Pullin
Andrew C. Sigal
Hal Lewis
Rick Bracken
Jeff Reed
Tony Amoroso
Elizabeth Haskell
Jesus Garcia
Michael Zengal

Members were introduced; they reviewed forms from appendix B and E and filled out those that applied.

Members reviewed the mission and purpose of the occupational advisory committee.

Members reviewed the mission of the technical college high school and took part in a discussion on the mission's relation to the occupational advisory committee.

Vision – Members looked at the Vision for TCHS automotive program and took part in a discussion on that vision.

Members reviewed acronyms used in education that may apply to the OAC and that may be used during the evening meeting.

Members reviewed minutes from the October 7, 2010 meeting and validated the accuracy of the document.

Mr. Rahall presented to members information on the cooperative education program and the benefits it may present for members.

Unfinished Business

The following topics were discussed and left as unfinished business or voted on as indicated in the minutes.

1. Concern for lift safety continues to be part of the discussion among members. Floor attachment bolts and members examined shims on lifts. The lift inspection was completed but members continue to express concern and suggest that lifts should be checked on a quarterly schedule. Members want the snap on four-post lift checked for safety, level and the recall completed.
2. NATEF UPDATE: Self-evaluation is complete, necessary documents are complete and organized and the required two years of operation has been completed. The final application process is being completed and being submitted to NATEF
3. The three-year plan will remain in effect as formally approved with changes as voted on and addressed later in minutes.
4. The engine hoist has failed and it is determined that it will need to be replaced. Members expressed that a heavier more industrial engine hoist should be used for safety and stability around students. (A diesel engine hoist was recommended)
5. It was also noted that jacks showed heavy wear and smaller jack stands should be used for smaller vehicles.
6. On Appendix "O" it was also noted that it is necessary to continue to budget for hand tools as necessary, do to heavy use and unlimited manufacture variations.

New Business

1. Members expressed concern about reel lights. (Should be modified to modern safety standards in automotive shop)
2. Members also discussed the need for an air shutoff, in case of emergency.
3. A concern about the garage door operation and safety concerns were also discussed.
4. Mr. Katch was introduced to members and spoke on the subject of the important role that occupational advisor members have on the operation of career and technical education.
5. APPENDIX M. Members evaluated the curriculum. The task list was reviewed and there was some discussion on the number of textbooks as compared to the number of students. Also members were informed that the textbooks are used in other rooms and sometimes in other buildings. (Resource rooms for example).
6. Senior statistics were reviewed and discussed by members.

7. The sharing Technology initiative was discussed and approved by members. (Sharing resources with electronics and other related programs to maximize the benefits of equipment). This would include the purchase of 30 Volt Meters and shared lessons with electronic students.

8. Student accomplishments were shared with members.
(The Greater Philadelphia Dealers Association)

All students are SP2 safety certified.

9. Important Dates March 23, 2011 Nocti testing
Open House April 13, 2011
Senior Awards Assembly May 13, 2011

10. Members also discussed alternative funding sources.

11. A temporary Chair Person was appointed in the absence of Steve Labrano. Hal Lewis was acting chairperson for the evening.

12. Enrollment numbers were discussed

13. The programs of study and the progress for the automotive program were discussed. The link for to PDE was shared.

14. Jimmy Groome will act as the safety officer for the OAC and will report out next meeting

15. The Automotive Technology program along with Early Child hood program hosted its second car seat safety program.

16. Members reviewed "Cyber shop", a test bank to help with student achievement with ASE style exams. Members later approved of this program as a supplement for the curriculum.

17. The need for cars and other devises to assist with learning was discussed with members.

Members officially approved for the following motions

1. Minutes from fall OAC meeting

2. Safety Officer Jimmy Groome will help assist with the identification and solutions of safety concerns in the program's facility
3. The task list approved by Members
4. The purchase of additional texts was also approved by members.
5. A master air shut off was recommended and approved by members
6. The repair of all safety lights with automotive compliant bulbs was approved.
7. Inspect lifts and concrete pads on quarterly basis were recommended.
8. Check lift # 007386, the concrete pad and shims have created concern.
9. Replace engine hoist with proper specification for large diesel engines to promote stability and durability around students.

Next meeting will be October 2009

Meeting adjourned at 9:30