

**Automotive Technology
Technical College High School
OAC Minutes**

Thursday October 20, 2011

Call to order 6:30 P.M.

Roll Call:

Jeremy George
Silvio DeAngelo
Frank Cummins
Rick Pullin
Andrew C. Sigal
Hal Lewis
Rick Bracken
Jeff Reed
Tony Amoroso
Elizabeth Haskell
James Groome
Michael Zengal
Louis Mandich

In the absence of the regular secretary and chairperson, Elizabeth Haskell acted as temporary secretary and Tony Amoroso was acting chairperson for this meeting. These temporary positions were assigned with the approval of all members.

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.

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 March 10, 2011 meeting and validated the accuracy of the document.

Unfinished Business

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

1. Safety for the shop continues to be a concern
 - Some safety items will be approved for purchase at this meeting as noted in minutes
 - Code will be researched to ensure the number and types of fire extinguishers that should be placed in shop. Members expressed concern that two in that size room is not an appropriate number and type. (Napf 40)
 - The solution for the light bulb safety issue is the “pro lite 30 LED screw-in module” that was provided by Jeff Reed from NAPA. It was later discovered that this model does not fit the current light configuration
 - Fire extinguisher signs and an earplug dispenser need to be added to the shop
2. Members reviewed the student tool list. A 5/8 spark plug socket and 3/8 extensions were added to the list. The goal of the tool list was stated, “to aid in student independence as they approach their work in the lab area”
3. The three-year plan will remain in effect as formally approved. However, due to current budget restraints, members will revisit that plan and look at alternatives to financing and the purchasing procedures
4. The members discussed hand tools and all scan tools as an important part of education. The purchase of such items needs to be included in the budget
5. It was noted that scan tools presently used in the automotive program are dated 2006
6. It was suggested that the group look at the product from “Auto Ingenuity” as an alternative to hand-held scan tools. They are PC-based tools that could be used with software currently already used in the lab
7. The engine hoist has failed and it was 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
8. Jacks continue to show heavy wear and smaller jack stands should be used for smaller vehicles
9. On Appendix O it was also noted that it is necessary to continue to budget for hand tools as necessary, due to heavy use and unlimited manufacture variations
10. A concern about garage door operation and safety concerns was also discussed. It was noted that the yellow blinking lights on the controls indicate a malfunction
11. Fire extinguisher operation was discussed and there may be a short course available to students. This will be looked into
12. Members repeated the need for an air shutoff, in case of emergency. It was noted that compressed air lines are now marked throughout the lab
13. Mr. Hughes, the new assistant principal at TCHS, was introduced to members. Mr. Hughes discussed the role of the school-wide Occupational Advisory Committee
14. Members discussed the best way to spend the allotted budget
15. Alternative sources of funding continue to be discussed and members were asked to continue to think and express their ideas
16. Learning Guides are being developed for each task on the task list from PDE Programs of Study

New Business

1. Progress on the Sharing Technology Initiative was reviewed with members. Thirty voltmeters were purchased and shared with other programs throughout the school. The 3E Institute at West Chester University recognized the initiative. The initiative is designed so that different programs share information, supplies and equipment
2. All students in the Automotive Program have participated in the SP 2 Safety Program and have earned a safety certification. Students will also take the mechanical pollution section of SP 2 later this semester
3. The automotive program is in need of the following items to improve content delivery
 - Ideas on ways to improve education
 - Donated cars for instruction
 - TPM sensors
 - Non-conventional wheels, to teach offset and drop center
 - Used electronic components, all types
 - Old tools to help students in need.
4. It was explained to members that tools and equipment located in the Automotive Program are shared by both DCCC and TCHS students in an effort to keep cost down and provide maximum use of taxpayer's funds
5. The Technical Assistance Program (TAP): the goal is to increase the use of math, literacy and science in the CTE programs in an effort to increase scores on standardized tests such as PSSA and NOCTI
6. APPENDIX M. Members evaluated the curriculum. The task list was reviewed
7. The following motions were made and approved by members
 - Minutes from OAC meeting Spring 2011 were approved with changes
 - Purchase additional equipment as needed and as funding is providing
 - All safety items as previously discussed are to be purchased as necessary
 - Budget for hand tools and other equipment needs to be disclosed to members and raised to an appropriate amount

Student Accomplishments

Senior Jessylyn Harvey won first place from the Women's Board Car Care Council with her video, "How I Take Care of My Wheels". Last year, senior Lillian Guzman won that same award.

Lilliana Guzman has applied for a scholarship from AACA.

Jeremy George is the first student to take advantage of credits provided by the Program of Study. He is now attending DCCC's Associate Degree Applied Science Program.

Next Meeting

March 3, 2012

Meeting adjourned 9:30 P.M.