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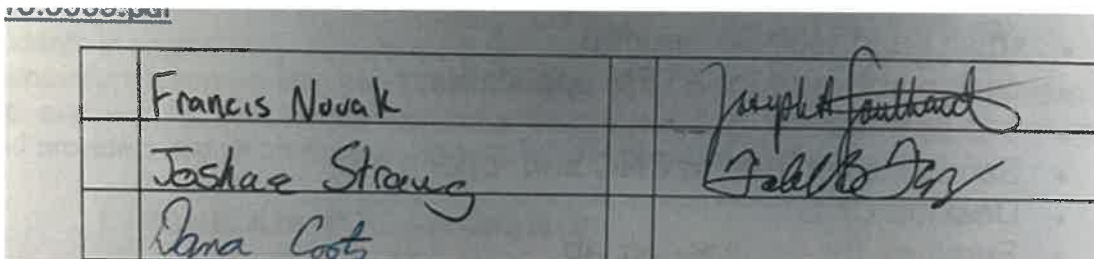
EVERY CHILD,
 EVERY OPPORTUNITY,
 EVERY DAY...
 STRIVING FOR SUCCESS

**Program Title (CIP Code): Engineering/Engineering-Related
 Technologies/Technicians, Other (15.9999)
 Occupational Advisory Committee
 Tuesday, March 18, 2025**

- I. Call to Order: 6:15 PM
- II. OAC Attendance:

Bold font- Business and Industry

Program Description <https://www.education.pa.gov/K-12/Career%20and%20Technical%20Education/CIP%20Codes/CIP%20Code%2015.9999.pdf>



x	Francis Novak	x	Joseph Southard
x	Joshua Strang	x	Todd Fleming
x	Dana Coots		

- I. Approval of Fall 2024 Minutes - Sent via email to the OAC

Motioned	Dana Coots	Seconded	Josh Strang
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- II. Old Business: Francis reviewed the old business and minutes.
 - a. Thank you for the letters of support. (We can always reuse letters.
 Required: Signature, new date, letterhead/business card.)
 - i. Letter 1: _Corning Incorporated
 - ii. Letter 2: _Trucklite
 - iii. A 3rd was provided- Joe Southard, Vitaulic
 - b. Robotic Arm update
 - c. Update on Pre-Apprentice Program with Penn College
 - d. Solid works discussion review/recap

- e. Update on Manufacturing Career Day from the late fall (picture below)

III. New Business:

- f. Safety Checklist (D) Safety discussion in light of industry standards- will send and try to pair down the PDE checklist.
- g. Lab Layout (D) Tour available if you need a tour- please schedule with Mr. Novak.
- h. Instructional Materials/Equipment and Tools Needed (F)/3-year equipment list:

Add Megohmmeters

Share Equipment, materials, and supply list

Add as the OAC advises

Engineering, Technologies/Technician CIP 15.9999

Materials and Equipment List

Equipment:

- student laptops to support drafting courses
- screen printing equipment
- software and hardware to support CNC machinery
- laser cutter
- drafting software
- Makyu form box
- injection molding machine and RTV molding liquids
- dye sublimation printer
- robotic arm attachments
- safety equipment for CNC and robotic arm
- software and hardware to support robot or robotic arm
- PLCs and PLCs trainers, software
- Snap On multimeters
- small hand tools as needed
- design software for STEM applications
- 3-D scanner
- desktop CNC
- furniture
- pneumatics for robotic arm
- megohmmeter

As needed replacement of:

- battery-powered hand tools
- hand tools
- CNC bits
- electrical components

Materials:

Purchase of consumable materials for:

- CNC machinery practice
- electrical wiring practice
- chemicals (material science)
- engineering design projects

Equipment/Material List Vote:

Motioned	Dana Coots	Seconded	Josh Strang
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- i. Nontraditional- on a state improvement plan for Engineering due to non-trad. Provide current numbers. The OAC has been helpful with suggestions. Any suggestions?

The CTE indicators that did not meet the states performance indicators:

The data reveal your school/institution has not met 90% of the local meaningful progress targets on one or more Perkins V indicators:

2S1 Keystone Literature

2S2 Keystone Algebra

4S1 Nontraditional Concentration

You will need to meet with stakeholders and develop an Improvement Plan to address the deficiency including an analysis of gaps or disparities between student groups on the indicators. If you submitted an improvement plan for the same indicator last year, you will have to include additional action items in your improvement plan towards meeting the meaningful progress targets next year.

Ideas from the committee:

Great suggestions from the last meeting: Addressing the issue of non-traditional students in engineering, Joe offered a site visit to Victaulic. There are a few very successful women working for him that he feels would encourage women to try and stick with engineering. Josh also offered to have employees from UPMC come to the school and provide a lesson on the use of controls in facilities management.

- j. Curriculum (POS and Maps) (B)
 - i. POS and Curriculum Maps: Task Grid Reference:
<https://www.education.pa.gov/K-12/Career%20and%20Technical%20Education/Programs%20of%20Study/Pages/Framework.aspx>

k. Analysis/update NOCTI

l. Placement After Graduation (H): Adding Dual Enrollment PCT Course: Dual Enrollment PCT course numbers

Francis shared updates about TSA and Penn College dual enrollment program. It was a successful first experience for the students with plans to expand opportunities for next year. We discussed ways to address the performance indicators not met. We scheduled a site visit to Victaulic for April 9th, 2025, which was brought up at the fall meeting. Additionally, suggestions for recruiting more females during CTE day were discussed and will be implemented, such as having current successful female helpers and an activity females would be generally interested in.

Moving forward, Francis will be building relationships with UPMC to provide local opportunities for students to engage in tech careers. This will be accomplished through visits, guest speakers, and career fairs.



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Oct 18 · 🌐

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Happy Friday Tioga County! Thank you to all the businesses, employers, schools, and workforce development staff that joi... See more



m. Program Evaluation (H): Verification of Industry Standard and Student Competencies are being Achieved: Improvement Plan: Industry Credential Indicator- each program has industry-based credentials as required by PDE.

n. Employment Outlook/Co-op Opportunities- Local job data

The Tioga County Profile 2025 and the Northern Tier HOP data was provided. Data supports the continuance of the program as a workforce need.

Other Business or Related Matter

Next OAC Meeting: Fall, Nov. 6, 2025 at 6:00 PM

Adjournment- 7:15 PM

Motioned	Josh Strang	Seconded	Dana Coots
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