

Fall 2021 OAC Meeting

Advisory Committee for Building Technology Specialist Program

| Member | Address | Affiliation |
|------------------|--|--|
| Chad Alsobrooks | 32434 Military Rd. Angie, La. 70426 | F. L. Crane Contractors |
| Rickey Culpepper | 130 Cumberland St. Bogalusa, La. 70427 | Bogalusa Lumber Company |
| Marvin Jones | 29490 Lucious Crain Rd Franklinton, La. 70438 | Marvin Jones Plumbing |
| Guy Hunt | Pope Road Franklinton, La. 70438 | Hunt Building |
| Jimmy Stuart | 54152 Jim Stuart Rd. Angie, La. 70426 | Stuart A/C and Electric |
| Wade Gottschalk | 38086 Coast Blvd. Slidell, La. 70458 | St. Tammany Parish School Board Maintenance |



AGENDA

Occupational Advisory Committee Meeting Building Technology Program-Sullivan Campus November 05, 2021

Welcome

Call Meeting to Order

Minutes of Last Meeting

Old Business:

(Add any items pending from last meeting)

New Business:

Review Advisory Committee Groupings

Review of Admissions

Review of Program Content

Review of Program Length

Review of Program Objectives

Discussion on Hiring

(Add any discussion items as needed)

Review Plan of Work for Spring 2022 Meeting

Adjourn

Advisory Committee Meeting Minutes
Building Technology Specialist Program
Northshore Technical Community College
Sullivan/RCC Campus
November 5, 2021

Members Present: Chad Alsobrooks, Guy Hunt, Marvin Jones, Jimmy Stuart, Alan Dykes, Mark Corkern

Absent: None

The Craft Committee for the Building Technology Specialist Program for Northshore Technical Community College Sullivan Campus and Rayburn Correctional Center met at NTCC BTS Classroom for its semi-annual meeting. After a brief greeting period, the meeting was called to order by Chairman Ricky Culpepper. New Committee members Wade Gottschalk and Jimmy Stuart were introduced, Mr. Gottschalk replaced Mr. Jimbo Williams who retired and Mr. Stuart replaced Mr. Greg Stuart which also retired.

Old Business: None

New Business: Mark Corkern handed out the folders containing the forms to be reviewed at this meeting, and reminded the committee that the materials would include both the (CTS) Electrical A/C Specialist and the (TD) Build Technology Specialist.

First item covered was the annual review for **Advisory Committee Groupings**. The committee was given a copy of the Advisory Committee Groupings list for Northshore Technical Community College. Mr. Corkern stated that a Career & Technical Certificate(CTC) had been added since the last review, and that we no longer offered an Applied Associates degree in General Studies thru the program.

Next item was the **Review of the Admissions Requirements**. Mr. Dykes handed out a packet of information which included a copy of the program Brochure and college handbook from the college website which shows the Admissions requirements. Also they were given a copy of a Request for Program Change and a Transcript Evaluation Request form. After reviewing the material, the committee agreed that the Institution's Admission Policies were clearly stated, published, and made available to students prior to enrollment. The committee agreed that the policies clearly describe requirements for the transfer of students between programs within the institution and the transfer of students from other institutions. The committee agreed that the Student Completion Data, regardless of delivery mode, indicates that admission requirements offer reasonable expectations for successful completion of occupational training programs. For Students admitted on an ability to benefit basis, it was agreed that Northshore Technical Community College has written admissions procedures, applies these uniformly, provides documented evidence on how they are used, maintains records on student progress, and regularly evaluates the effectiveness of procedures used in admitting these students. Mr. Culpepper asked everyone to complete the form for the review of the Admissions policy. All paperwork for this section was then completed.

Next was the review of the **Program Content**, a copy of the syllabus for all of the courses listed in the program brochure was provided for this review. After reviewing the information given, it was agreed that the program content supports the program training objectives, the program included training on appropriate work habits and attitudes in addition to training designed to develop work skills and knowledge current to the industry. It was also agreed that the academic skill development is an integral part of occupational training, that the training content is competency based, and that the program contains job related health, safety, and fire prevention as appropriate. All paperwork in this section was then completed.

Next the committee reviewed the **Program Length**, the Building Technology Program Brochure and syllabus was used for this review. It was discussed about the entry level wages and the length of the training and the tuition cost of the

training. After the discussion the committee agreed that the wages were directly related to both the length of training and the tuition cost. All forms for the Program Length were then filled out.

The committee then looked at the **Program Objectives**. After discussion it was decided that the Program Objectives were in line with the Northshore College Mission, that it met the needs of regional employers and students of all campuses, that current job market requirement was reflected in the objectives, and that the course listing, Syllabi, and Student Evaluations are consistent with Program Objectives. Forms for the Annual Review of Program Objectives were then filled out.

Mr. Culpepper then collected the reports and passed out the **Plan of Work for the Spring 2022 meeting** for their review. It was noted that the spring meeting would be held in the April/May time frame, and for the committee to be thinking of a date that be convenient for everyone, and to be thinking of a location where they would like to hold the meeting. With no further business Guy Hunt made a motion that we adjourn, Jimmy Stuart seconded, motion carried.



Mark Corkern Secretary



Date

Spring 2022 OAC Meeting

Advisory Committee for Building Technology Specialist Program

| Member | Address | Affiliation |
|------------------|--|--|
| Chad Alsobrooks | 32434 Military Rd. Angie, La. 70426 | F. L. Crane Contractors |
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AGENDA

Occupational Advisory Committee Meeting Building Technology May 10 2022

Welcome

Call Meeting to Order

Minutes of Last Meeting

Old Business:

(Add any items pending from last meeting)

New Business:

Review of Equipment and Materials

Review of Delivery Mode

Review of Student Evaluation

Review and Completion of Employer Verification Forms

(Add any discussion items as needed)

Review Plan of Work for Fall 2022 Meeting

Adjourn

Advisory Committee Meeting Minutes
Building Technology Specialist Program
Northshore Technical Community College
Sullivan/RCC Campus
May 10, 2022

Members Present: Ricky Culpepper, Marvin Jones, Guy Hunt, Jimmy Stuart, Alan Dykes, Mark Corkern

Absent: Chad Alsobrooks, Wade Gottschalk

The Craft Committee for the Building Technology Specialist Program for Northshore Technical Community College Sullivan Campus and Rayburn Correctional Center met at NTCC BTS Classroom for its semi-annual meeting. After a brief greeting period, the meeting was called to order by Chairman Ricky Culpepper.

Old Business: None

New Business: Mark Corkern handed out the folders containing the forms to be reviewed at this meeting, and reminded the committee that the materials would include both the (CTS) Electrical A/C Specialist and the (TD) Build Technology Specialist.

First item covered was the annual review for **Equipment and Materials**. Mr. Corkern stated that he had received a Carl Perkins for Corrections grant and had purchased a new laser engraver, jointer, and dust collector. The 4896 cnc machine was transferred from the Lacombe Campus to the Sullivan Campus where it was fully upgraded. After review the committee agreed that the shop and laboratory materials and equipment are similar to those used in the occupational setting, that equipment and materials are sufficient to offer all students adequate practice to develop occupational skills, and that the classroom equipment and

materials are sufficient to enhance classroom learning for students. All paperwork was completed.

Next item was the **Review of the Delivery Modes**. After discussion the committee agreed that the courses designed to develop skills are based upon practical applications, that the courses designed to develop knowledge are based upon classroom-based training, and that courses designed to develop both skills and knowledge use a combination of delivery modes. The committee also agreed that the program at Rayburn Correctional Center was consistent in quality with the lead program at Sullivan. All paperwork for this section was then completed.

Next was the review of the **Student Evaluation**. Mr. Dykes told the committee members that all textbooks and evaluations were carried out as the past year with no changes. All paperwork in this section was then completed.

Next the **employer verification forms** were passed out, and completed.

Next the committee was handed a copy of the **Plan of work for the Fall 2021 meeting** for their review. It was noted that we would begin to do advisory meeting once a year in the spring. and for the committee to be thinking of a date that be convenient for everyone, and to be thinking of a location where they would like to hold the meeting. After all forms were completed, Mr. Williams stated that the Saint Tammany Parish School Board will be hiring 10 entry level employees at the first of July, Mr. Dykes said he thought that he had 2 students that he thought may be interested. Mr. Dykes stated that he had 8 students signed up for a Summer class, and if he could get 2 more, he would be teaching 4 days a week during the Summer Semester.

With no further business Guy Hunt made a motion that we adjourn, Greg Stuart seconded, motion carried.



Mark Corkern Secretary



Date