

CENTER FOR TECHNOLOGY, ESSEX

Engineering / Architecture

Advisory Board Meeting

Minutes – May 25th, 2021

Due to the pandemic, the meeting was held on Zoom. The advisory Group was split for this meeting into only the Engineering advisors.

Present at meeting:

Jim Dirmaier – Instructor

Michael Perrault – ExactBuilt

Kelsi Record – VT Agency of Transportation

Rob White – Hazelett Corporation

Jamie Patterson – CTE Co-op Coordinator

- The meeting was called to order at 8:15 PM (Zoom technical issues delayed the 8:00 AM start).
- There were no visitors present
- Jim screen shared the agenda:

Jim welcomed the group and went over the agenda for the meeting which he had also shared with them by email. Jim noted that there were no visitors present to be heard.

- **Agenda for the meeting:**
 1. 8:00 AM Call to Order
 2. Visitors and Staff to be Heard
 3. Review: Program operation during the past year and updates
 - a. The impact of Covid on the program this year: Curriculum and learning structure changes
 - b. [WorkKeys Testing](#): What it is and how our students have done on the assessments
 - c. Schedules
 4. Discussion of past and upcoming Advisor Presentations to students
 5. Student recruitment
 - a. Program Virtual Visit Video [CTE Engineering Program Video](#)
 - b. Numbers for next year
 6. Discussion of student Co-op opportunities for next Fall
 7. Future Agenda Items
 8. 8:50 PM Adjourn

- Jim started the discussion with the group Jamie gave a recap of co-op experiences with students throughout the year and also talked about the uncertainty of co-ops and Career Work Experiences next year due to the pandemic. Everyone agreed that it is too soon to be able to plan for coops and Career Work Experiences since every business will probably have different rules for allowing outsiders into their place of business. The group agreed that it would discuss coops for next year when they met in the fall.

- Jim described how this year has been different and showed the two-cohort weekly schedule explaining how students were split into an A-cohort and a B-cohort, with Wednesday virtual Zoom meetings as a common time. He described how his knowledge and use of the LMS (Learning Management System), Google Classroom, had helped him keep students engaged in assignments and projects even though they were in the classroom only two days of the week. Jim felt that, with his adaptations, students would still be able to finish about 80% of the curriculum.
 - Jim described how he had three cohorts this year: a Monday/Tuesday cohort, a Thursday/Friday cohort, and a Fully Remote cohort.
 - Jim explained how daily Zoom meetings with remote students and Wednesday all-class Zoom meetings helped to keep contact with students

- Jim asked the group about how their business operated during the last few months and how things were now that Covid restrictions were lifted.
 - Rob said that many of their engineers were working from home and probably would continue to work remotely after restrictions are lifted.
 - Kelsi commented that some engineers in her department are starting to go back to work with a hybrid schedule: one day remotely and the rest of the time in the office. She also thought that a hybrid schedule would be an option for a while.
 - Michael added that remote work has not been an option for most of his employees because they still needed to run jobs on premise.

- Jim described how the WorkKeys assessments were given this year for the first time, what they are, and the success that his students had taking it this year.
- Jim Showed the Engineering & Architectural Design I Program Proficiencies with the group to demonstrate the learning goals that he has for students upon completion of the year.
- Jim questioned the group as to whether they had any proficiencies that should be added, omitted, or focused more on.
 - Michael emphasized that students really need to learn to fully understand a problem before they can attempt to solve it. He asked where students might learn that in the curriculum. Jim responded that there were numerous opportunities throughout the year for students to do that: projects, design competitions, and even in preparing for the CSWA (Certified SolidWorks Associate) Exam. In addition, he added a separate unit this year specifically on the Design Process and learning troubleshooting tools and techniques.
 - It was also suggested that students get opportunities to practice project planning, accounting, and costing.

- Jim showed the video that was made this year as a Virtual Program Tour. There was a short discussion afterward of the video and Kyle Clark, an alumni of the program that gave a testimonial of his experience.
- Jim told the group that the program has the maximum number of students enrolled for next year (20, total).
- Jamie Patterson talked about the issues in trying to get CWE (Career Work Experiences) for students this year and depressed his optimism of getting students out to businesses for next year. He announced that he had three students that were able to visit Husky and that those students have offers from the company to do internships over the summer.

- The group discussed meeting in September and having the meeting on Zoom again, anticipating that Covid restrictions would be removed by that time.

The meeting adjourned at 9:10 AM.

Submitted by:

Program Teacher: Jim Dirmaier

Date: 6/1/21