

CENTER FOR TECHNOLOGY, ESSEX

Engineering / Architecture

Advisory Board Meeting

Minutes – May 26th, 2022

The meeting was in person and held in room E-105 at CTE. The advisory group was split for this meeting into only the Engineering advisors.

Present at the meeting:

Jim Dirmaier – Instructor

Michael Perrault – ExactBuilt

Rob White – Hazelett Corporation

Jamie Patterson – CTE Co-op Coordinator

- The meeting was called to order at 7:03 AM
- There were no visitors present
- Jim passed out 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. 7:00 a.m. Call to Order
 2. Visitors and Staff to be Heard
 3. Review of the Year and current Program Status
 4. Review of Competencies (See attached documents*)
 5. Review of Cooperative Education Opportunities
 6. Advisory Board Input and Commentary
 7. Advisor Sign-ups for Presentations
 8. Future Agenda Items
 9. 8:00 AM 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 how the number of Career Work Experiences (CWE) and Co-op opportunities were more numerous this past year compared to the last two years. Both first and second-year students had chances to go out and work at Rennline, Freeman French Freeman, and Weiman Lamphere. There are also CWEs currently in the works for Exactbuilt, Preci, and Hazletts. The group talked briefly about the differences between CWEs and Co-ops. Jim also mentioned that if a student gets to go out on a CWE to their business that he guarantees that the student has very good Employability Skill scores, otherwise they don't get chosen to go out.

- Jim reported that the enrollment numbers for the program were very strong and that the program is full for next year. Currently, the enrollment count is:
 - 14 for First-year students
 - 6 for Second-year students

He mentioned that the students enrolled for the program next year seem focussed and excited about coming next year. The CTE staff had a chance to see all of the program applicants in person this year during Step-Up Day and it seems to make a difference.

- Jim went into a recap of the year and stated the following:
 - It has been a very challenging year. Jim commented that it was the most challenging year of his twenty-six years of teaching. It seemed to him that while some students continued to learn during the disruptions of the pandemic, other students did not adjust as well and lost some of the skills and patience required to learn.
 - Yet, even with the learning difficulties, the class performed well on the Certified SolidWorks Associate (CSWA) this year with the usual 65% passing the exam the first time they took it and 80% passing it after taking it a second time.
- Jamie talked to the group about what would be needed to “hit the ground running” at the beginning of the next school year. He discussed a timeline with Rob to place a couple of students at Hazletts by late September.
 - Rob commented: “that works”
 - Michael asked if there was specific paperwork that the state has to have businesses fill out for Co-ops. Jamie replied, “Yes”, that there were two tiers; CWE and Co-op. Some employers are starting to add full-time employment opportunities because their need for employees is so great right now.
- Jim talked about the Program Proficiencies with the group to demonstrate the learning goals that he has for students upon completion of the year. Jim asked if there were any specific skills that were needed that should be added to the curriculum.
 - Michael was wondering when students learn the skills for reading shop blueprints. He commented that during recent interviews of students from the program that there was a big difference between what the First-year and Second-year students can read.
 - Jim explained that this was due to the fact that the first-year students only get to views, dimensioning standards, sections, and auxiliaries. Second-year students complete their skills with Assemblies, Fits & Tolerances, Surface Finishes, and Geometric Tolerancing. They also finish off with some tool design.
 - Jim promised to send out the proficiencies for both programs again when he emailed the minutes for this meeting to the group.
 - Michael emphasized that students really need 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 preparing for the CSWA (Certified SolidWorks Associate) Exam.

- The group discussed the possibility of teaching the unit about manufacturing processes earlier in the year. Jim thought this possible and that it might help students understand how to better dimension drawings from the manufacturing perspective.
- Rob commented that Jim was doing a great job with the students and teaching the program.

The meeting adjourned at 8:05 AM.

Submitted by:

Program Teacher: Jim Dirmaier

Date: 5/31/22