

**Franklin County Career and Technology Center
SPRING OCCUPATIONAL ADVISORY COMMITTEE REPORTING FORM**

PROGRAM AREA: Veterinary Assisting

MEETING DATE: 4/25/2024 **START:** 7:15pm **ADJOURN:** 8:15pm

COMMITTEE CHAIRPERSON: Tina Roles, LVT

COMMITTEE MEMBERS/GUESTS ATTENDING:

Lisa Cook, LVT; instructor at CareerTech
 Gabby Wagaman; Manager at CVAS
 Tina Roles, LVT; Wilson College
 Alexis Shreiner, AVA; Wilson College Vet Nursing Student
 Emily Brown, LVT; Greencastle Vet Clinic
 Michelle Swankler; owner of Michelle's Pet Grooming & Boarding
 Shaina Ferguson; part owner of Two Top Dairy Farm
 Eileen Antrobus, LVT; Lab & Animal Care Coordinator at Wilson College
 Marley Miller; owner of Marley's Grooming
 Blake Perry, AVA; Genetic Visions
 Chanda Thompson, manager; Greencastle Veterinary Hospital

BRIEF MEETING SUMMARY

This meeting was held in person. Minutes from the Fall were approved, and updates were discussed; ex: Perkins purchases: got digital microscope with tablet screen set up and hydraulic lift grooming table is being shipped as we speak. Enrollment for next year, as well as this year's Co-Op, and last year's senior placement were reviewed. Safety in the shop was found to be still satisfactory. There are no updates on POS. Curriculum, certifications, CTSO experience, and textbooks were found to be satisfactory. Members were impressed with the variety of guest speakers and field trips. Articulations were reviewed and scholarships (2 x \$50 from North Paws and 2 x \$50 from Franklin Vet) were discussed. Members were excited to hear that our program is being sponsored by Franklin Vet Associates! Lastly, NOCTI testing, AVA certification results, and the 5 year equipment list were reviewed- a few more items were suggested such as a dog bathing system, a PCV/microhematocrit centrifuge, and two kennel dryers.

ADMINISTRATIVE RESPONSE:

- **Administration is grateful for the continued committee support and thorough meeting. Thank you for the scholarships and senior awards. The equipment recommendations can be added to the 5 Year Equipment list for consideration through grant purchases.**

Chairperson: *Tina Roles*

SECTION 1: APPROVAL OF MINUTES OF LAST MEETING

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

- The minutes of the last meeting are approved as presented.
- The minutes of the last meeting are approved with the following changes.

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SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Imagyst system was deemed not necessary at this time.
- **AmScope T800 Series High-Performance Biological Trinocular Compound Microscope With 9.7" Touchscreen Imaging System** was purchased through Perkins and is set up and running!
- MasterLift Low-Rider Electric Grooming Table - Fixed Top was purchased through Perkins and is currently being shipped!

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 8-9-5 (22)

Enrollment Numbers – Semester 2 (Spring) 8-7-3 (18)

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

B. Cooperative Education

Student Statistics

Eligible Students

Students Placed on Co-op

Students Declining Co-op Opportunities

Number of Students
Semester 1: 5/5 eligible.
Semester 2: 3/3 eligible.
Semester 1: 2/5 went out.
Semester 2: 3/3 went out.
Semester 1: 2 with no transportation, 1
didn't try hard but did do internship 2
days a week.
Semester 2: 0. All went out.

Employer Statistics (List each employer and number of students employed.)

- Semester 1: Michelle's Pet Grooming & Boarding x 1; Marsh Run Kennel x 1; FVA x 1 *internship
- Semester 2: Michelle's Pet Grooming & Boarding x1 AND FVA *internship x1; CVAS x 1; Pet Store x 1.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	11
Previous Year Completers	10
Placement Data	
Employed Related to Career Field	0
Employed Unrelated to Career Field	1
Military Service	0
Enrolled Postsecondary Education	9
Available for Employment but Unemployed	0

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Numerous students are in postsecondary (Wilson College and Vet Tech Institute- 5?; one is at CVAS; one is employed at a veterinary clinic; others are going in to human medicine, etc.).

SECTION 4: SAFETY

SAFETY:

The program safety procedures and policies were reviewed and the committee found that they were:

Satisfactory Unsatisfactory

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Folder with lesson plans, syllabus, safety tests, etc. was passed around. Tina suggested adding to syllabus a sentence about "certain tasks require PPE at the discretion of the instructor".

SECTION 5: CURRICULUM

A. POS TASK LIST:

- The Pennsylvania Department of Education Program of Study Task List has not been updated this year and requires no additional review.
- The Pennsylvania Department of Education Program of Study Task List has been updated this year. A copy of the document was provided to committee members for review.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

B. CURRICULUM REPORTING FORM:

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
1. The curriculum reflects current trade philosophy and practices.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Books and instructional materials are appropriate for students in this program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Audio-visual aids are sufficient to support the curriculum.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The curriculum provides:		
a. Balance between theory and practical work	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Career and Technical Student Organization activities as an integral part of the curriculum	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Field trips related to job sites	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Adequate instruction on safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Pre-test and post-test to determine student knowledge	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Development and/or application of related academic skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Competency-based education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. The curriculum has been developed with the cooperation and advice of the Occupational Advisory Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. There is an occupational demand in the community for the occupational skills being taught	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

1. Curriculum has included: clinical trips to the Cumberland Valley Animal Shelter for level threes; Field Trips to Wilson College for Campus Tour and VMC Building and Veterinary Nursing Program Tour, ZooAmerica with walk through zoo and behind the scenes visit with zoo worker, Trip to Farm Show in Harrisburg, Trip to Wilson College to assist with kennel dogs' yearly examinations with campus and building tour; and guest speakers: Hagerstown Police Department and two police dogs with demo and career presentation, Sue Thompson on boarding, training, and showing dogs, Deputy Flannery with Bomb-Sniffing dog
2. CTSO involvement is FFA Veterinary Science competition- won first in state, and tenth in nation!; had a SkillsUSA competitor in Job Demonstration Speech- on importance of urinalysis.
3. Lisa passed around her disease/parasite list to ensure nothing needed to be added/removed/updated. Members found it to be sufficient for veterinary assistants.
4. Michelle and Marley suggested looking into a bathing system for the dog bath tub that is more efficient and would mimic industry in the grooming field. I placed it on Perkins 5 year list to look into. We also

placed a PCV/microhematocrit centrifuge on it as well as 2 kennel dryers as ours will need to be replaced in the next couple of years.

C. TEXTBOOKS/CURRICULUM REVIEW:

- The textbook/curriculum currently in use has been determined to be adequate by the committee and requires no additional review.
- The textbook/curriculum currently in use was determined to require updating.

The following textbooks/curriculum were presented to the committee for review.

- Veterinary Assisting: Elsevier
- Medical Terminology: Romich
- Small Animal Care & Management: Warren
- Office Practices: Judah

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Continue using.

D. CERTIFICATIONS: (List certifications available to your students)

- OSHA 10 hour
- NAVTA's Approved Vet Assisting
- Fear Free

Number of Students Receiving Certification:

- OSHA was 16 total.
- AVA was 8 total.
- Fear Free was 6 total.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

- 1.

E. CAREER AND TECHNOLOGY STUDENT ORGANIZATIONS (CTSO) INSTRUCTION:

List how CTSO's have been incorporated in the program.

- FFA Veterinary Science competition is being held at Penn State on June 11-13. 6 students will be participating: 4 on the team and 2 individual.
- SkillsUSA will likely have another Job Demo competitor again.
- We will likely not enter HOSA again this year.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

- 1.

F. COLLEGE IN THE HIGH SCHOOL/ARTICULATION AGREEMENTS:

List College in the High School/Articulation Agreements currently offered by your program.

- Cal-U and Harcum College and Penn West and Wilson College.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

SECTION 6: ADULT EDUCATION

This program currently has no associated adult education offerings associated with it.

This program has adult education offerings as listed below:

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

1. Michelle expressed interest in opening an adult night time dog grooming program through the shop area. She indicated a huge need for more groomers in the area!

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- **Members are thankful for Stephanie Barrick, LVT and Marley Miller, former student and now groomer who help on Wednesdays and Fridays in order for students to get more one on one attention and additional hands on experience!**
- **Members appreciate the animals that students have fostered and placed into homes through the year including a litter of kittens, some with ringworm, and also a dwarf hamster & cockateil.**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.