Occupational Advisory Committee (WEB) Meeting Minutes

Spring OAC Meeting

Class: Web Development & Design

Date: 05/08/2024 - 05/09/2024   **Meeting Began:** 03:56 PM   **Meeting Ended:**

Chairperson: **Vice Chairperson:**   **Secretary:**

In Attendance: Joshua Choate Fred LaPointe Erik Ryberg Christopher Smith Jodi Griffis Tavah Griffis

Excused:

Absent:

Guest:

Topic	Discussion	Action Taken
1. 1. Welcome and Statement of Purpose	**Discussion**	**Action Taken**
1A. Welcome	☒ Reviewed ☐ Discussed ☐ N/A	☐ Approved ☐ Denied ☒ N/A

2. 2. Introductions	**Discussion**	**Action Taken**
2A. OAC Members	☒ Reviewed ☐ Discussed ☐ N/A	☐ Approved ☐ Denied ☒ N/A

Topic	Discussion	Action Taken
2B. Instructors	☒ Reviewed ☐ Discussed ☐ N/A	☐ Approved ☐ Denied ☒ N/A

3. 3. Review of Program Syllabus	Discussion	Action Taken
3A. Syllabus Review	☐ Reviewed ☒ Discussed ☐ N/A Reviewed syllabus and the units/topics being taught broken down by year and related standards.	☒ Approved ☐ Denied ☐ N/A Syllabus 1. Adjusted policy for late work to include exactly what entails in requesting deadlines on projects. Units and Topics 1. Changed the order of the Units being taught. Specifically reordered the following sections: 2. Freshman 3. Digital Citizenship, Legislation, and Compliance 4. Cybersecurity 5. Removed jQuery from being taught. 6. Added Virtual Interviews of businesses to Employment and Freelancing Unit. 7. Added Business Cards to Resume and Portfolio Unit. 8. Included additional softwares to explore in units to include Node.js, React.js, SQL Lite 3, and various softwares. 9. Added Password Vaults to Cybersecurity Units 10. Added Webflow to CMS unit

4. 4. Review of Classroom/Lab Equipment	Discussion	Action Taken
4A. Classroom Equipment/Software	☐ Reviewed ☒ Discussed ☐ N/A Discussed simulation software to utilize for SEO/Marketing and Cybersecurity exercises. No recommendations made by OAC members. Members of OAC did think that finding simulation softwares would a great hands-on activity for students to participate in.	☐ Approved ☐ Denied ☒ N/A

Topic	Discussion	Action Taken
4B. Lab Equipment	☐ Reviewed ☒ Discussed ☐ N/A Discussed desks for classroom and if they should be replaced and with what types of features. Desks with storage for headphones, drawing tablets, and other classroom materials was recommended. Smaller desks compared to those in the classroom were recommended to keep the classroom safe from tripping hazards. Discussed the use of iPads for drawing tablets and for testing purposes for website development. iPads were not recommended as they become obsolete quickly and are difficult to maintain. Drawing tablets instead were the recommended way to go for the purposes of drawing tablets and virtual iPad testing was recommended to be used for development. Discussed the creation of a "Podcast/Webcam" studio in place of the storage closet in the room. The door would need replaced with a door with a window for monitoring students and the room would need to be retrofitted with sound dampeners, professional background, desktop computer, large monitor, camera, lighting, and sound recording equipment.	☒ Approved ☐ Denied ☐ N/A 1. Desks 2. Interion® Office Desk with 3 Drawers - 48" x 24" - Gray 3. Price: $505.00 4. Quantity: 24 5. Product Link 6. Drawing Tablets 7. Wacom One 12 8. Price: $399.95 9. Quantity: 12 10. Product Link 11. Podcast/Webcam Studio 12. Computer Built by CNT class and purchased from CNT class. 13. Price: $1000.00 14. Quantity: 1 15. SENNHEISER Professional Profile - USB Cardioid Condenser Microphone 16. Price: $129.00 17. Quantity: 2 18. Product Link 19. Razer Kiyo Pro Ultra 4K Webcam 20. Price: $299.99 21. Quantity: 1 22. Product Link 23. SAMSUNG 34" ViewFinity S65UA Series Ultrawide QHD Curved Monitor 24. Price: $449.99 25. Quantity: 1 26. Product Link 27. Art3d A31201 3D Fluted Sound Absorbing Panel with Wood Finish, 4pcs-107 28. Price: $249.99 29. Quantity: 3 30. Product Link 31. Logitech G Litra Beam LX Premium Dual-Sided RGB LED Streaming Key Light 32. Price: $149.99 33. Quantity: 2 34. Product Link
5. 5. Review of Safety Inspection	**Discussion**	**Action Taken**
5A. Safety Inspection	☒ Reviewed ☐ Discussed ☐ N/A Classroom/computer lab was reviewed and deemed to be a safe environment for students. Recommendations were made to have smaller desks to allow for more workstations to be placed in the room and to avoid potential tripping hazards.	☒ Approved ☐ Denied ☐ N/A See 4.4.4b for discussion/approval for classroom desks.
6. 6. Student Enrollment & Recruitment Strategies	**Discussion**	**Action Taken**
7. 7. Labor Market Information - Trends (for OAC members to deliver)	**Discussion**	**Action Taken**

Topic	Discussion	Action Taken
7A. Labor Market Trends	☐ Reviewed ☒ Discussed ☐ N/A Discussed the shift in importance of including Cybersecurity awareness and Artificial Intelligence in the curriculum.	☐ Approved ☐ Denied ☒ N/A

8. 8. Industry Certification	Discussion	Action Taken
8A. Existing Certifications	☒ Reviewed ☐ Discussed ☐ N/A	☒ Approved ☐ Denied ☐ N/A Board approves the current lineup of the certifications being obtained: 1. OSHA 10 2. IC3 Levels 1-3 3. Google Certifications 4. Yoast Certifications
8B. Recommendations	☒ Reviewed ☐ Discussed ☐ N/A	☐ Approved ☐ Denied ☒ N/A

9. 9. CTSO Involvement	Discussion	Action Taken
9A. SkillsUSA	☒ Reviewed ☐ Discussed ☐ N/A	☐ Approved ☐ Denied ☒ N/A
9B. Other CTSOs	☒ Reviewed ☐ Discussed ☐ N/A	☐ Approved ☐ Denied ☒ N/A

Topic	Discussion	Action Taken
9C. FBLA	☐ Reviewed ☒ Discussed ☐ N/A Discussed the success of the students in the Web program at PA FBLA conference. Board recommends to continue to participate/compete in these competitions.	☐ Approved ☐ Denied ☒ N/A
9D. TSA	☐ Reviewed ☒ Discussed ☐ N/A Started the discussion about the starting of a TSA club at DCTS.	☒ Approved ☐ Denied ☐ N/A Mr. Choate will bring this up to DCTS administration for consideration and for the identification of finding an advisor for this club.

10. 10. Other Discussion	Discussion	Action Taken
10A. Other	☐ Reviewed ☒ Discussed ☐ N/A Discussed a myriad of different softwares/technologies to be used in the classroom to improve student engagement/excitement for learning. Board recommends the use of babylon.js, phaser.io, three.js, pixi.js, for javascript frameworks to utilize for improving student engagement.	☒ Approved ☐ Denied ☐ N/A 1. Student access to babylon.js, phaser.io, three.js, pixi.js frameworks and documentation.

11. 11. Adjournment	Discussion	Action Taken
11A. Adjournment	☒ Reviewed ☐ Discussed ☐ N/A	☐ Approved ☐ Denied ☒ N/A