

**PATRICK HENRY COMMUNITY COLLEGE
LOCAL FUNDS SUMMARY
Period Ending April 30, 2019**

<u>FUND BALANCES</u>	<u>BEG. BAL.</u>	<u>NET INCOME</u>	<u>END. BAL.</u>
LOCALITY FUNDS	\$471,365.65	\$100,160.56	\$571,526.21
AUXILIARY FUNDS ¹	\$1,141,610.48	\$49,652.13	\$1,191,262.61
STUDENT ACTIVITY FUNDS	\$21,860.99	(\$14,672.20)	\$7,188.79
PARKING FUNDS	<u>\$212,490.92</u>	<u>(\$19,129.02)</u>	<u>\$193,361.90</u>
TOTAL LOCAL FUNDS	\$1,847,328.04	\$116,011.47	\$1,963,339.51

¹Including Investment Gain/Loss

**PATRICK HENRY COMMUNITY COLLEGE
LOCALITY FUND BUDGET REPORT
Period Ending April 30, 2019**

REVENUES		BUDGET	ACTUAL	VARIANCE
401020	Henry County	\$59,442.00	\$59,442.00	\$0.00
401040	Martinsville	\$19,835.00	\$19,835.00	\$0.00
401030	Patrick County	\$17,322.00	\$12,991.50	\$4,330.50
	<u>Bank Interest</u>	<u>\$5,000.00</u>	<u>\$9,078.85</u>	<u>(\$4,078.85)</u>
TOTAL REVENUES		\$101,599.00	\$101,347.35	\$251.65

EXPENSES		BUDGET	ACTUAL	VARIANCE
460040	61257 Physical Plant Repair & Maintenance	\$8,000.00		\$8,000.00
460010	68800 Contingency Expenses	\$7,500.00		\$7,500.00
460060	61246 Bank Charges	\$1,000.00	\$1,186.79	(\$186.79)
470010	<u>62320 Plant & Improvements-Construction</u>	<u>\$40,000.00</u>		<u>\$40,000.00</u>
TOTAL EXPENSES		\$56,500.00	\$1,186.79	\$55,313.21
NET INCOME		\$45,099.00	\$100,160.56	(\$55,061.56)

LOCALITY FUND BALANCE

<u>BEGINNING</u> <u>BALANCE</u>	<u>NET</u> <u>INCOME</u>	<u>ENDING</u> <u>BALANCE</u>
\$471,365.65	\$100,160.56	\$571,526.21

**PATRICK HENRY COMMUNITY COLLEGE
AUXILIARY FUND BUDGET REPORT
Period Ending April 30, 2019**

REVENUES			BUDGET	ACTUAL	VARIANCE
406500	40751	College Bookstore	\$30,000.00	\$37,765.00	(\$7,765.00)
406510	40751	Vending	\$19,000.00	\$21,166.19	(\$2,166.19)
406030	40751	Cateteria	\$10,000.00		\$10,000.00
406530	40751	Miscellaneous	\$0.00	\$92.40	(\$92.40)
TOTAL REVENUES			\$59,000.00	\$59,023.59	(\$23.59)

EXPENSES			BUDGET	ACTUAL	VARIANCE
		Transfer to Student Activities	\$20,000.00	\$20,000.00	\$0.00
465020		President's Office/Community Relations	\$10,000.00	\$5,261.80	\$4,738.20
465030		Administration Local Expenses	\$5,000.00	\$3,157.32	\$1,842.68
465040		Local Board Expenses	\$3,000.00	\$2,394.78	\$605.22
465050		Contingency	\$2,000.00	\$135.50	\$1,864.50
470010	62320	Plant & Improvements-Construction	\$15,000.00	\$14,000.00	\$1,000.00
TOTAL EXPENSES			\$55,000.00	\$44,949.40	\$10,050.60
NET INCOME			\$4,000.00	\$14,074.19	

AUXILIARY FUND BALANCE			
<u>BEGINNING</u> <u>BALANCE</u>	<u>INVEST.</u> <u>GAIN/LOSS</u>	<u>NET</u> <u>INCOME</u>	<u>ENDING</u> <u>BALANCE</u>
\$1,141,610.48	\$35,577.94	\$14,074.19	\$1,191,262.61

**PATRICK HENRY COMMUNITY COLLEGE
AUXILIARY FUNDS INVESTMENT PERFORMANCE
April 30, 2019**

	<u>Amount</u>
BEGINNING VALUE	\$665,524.59
Plus cash deposits	\$0.00
<u>Less cash withdrawals</u>	<u>\$0.00</u>
ADJUSTED BASIS	\$665,524.59

			<u>Month</u> <u>Return</u>	<u>FYTD</u> <u>Return</u>	<u>Cum.</u> <u>Return</u>
PORTFOLIO VALUE AS OF	7/31/2018	\$679,988.88	2.17%	2.17%	13.33%
	8/31/2018	\$680,718.12	0.11%	2.28%	13.45%
	9/30/2018	\$682,349.12	0.24%	2.53%	13.72%
	10/31/2018	\$659,594.77	-3.33%	-0.89%	9.93%
	11/30/2018	\$669,765.66	1.54%	0.64%	11.63%
	12/31/2018	\$644,472.27	-3.78%	-3.16%	7.41%
	1/31/2019	\$668,490.69	3.73%	0.45%	11.42%
	2/28/2019	\$681,952.63	2.01%	2.47%	13.66%
	3/31/2019	\$689,368.36	1.09%	3.58%	14.89%
	4/30/2019	\$701,102.53	1.70%	5.35%	16.85%

YTD Gain/Loss **\$35,577.94**

**PATRICK HENRY COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET REPORT
Period Ending April 30, 2019**

REVENUES		BUDGET	ACTUAL	VARIANCE
100850	Student Activity Fees	\$125,000.00	\$107,398.07	\$17,601.93
	From Auxiliary Funds	\$20,000.00	\$20,000.00	\$0.00
	<u>Club Receipts</u>	<u>\$5,000.00</u>	<u>\$11,602.21</u>	<u>(\$6,602.21)</u>
TOTAL REVENUES		\$150,000.00	\$139,000.28	\$10,999.72
EXPENSES		BUDGET	ACTUAL	VARIANCE
90101	<u>Student Activities & Cultural Events</u> (See Following Schedule)	<u>\$150,000.00</u>	<u>\$153,672.48</u>	<u>(\$3,672.48)</u>
TOTAL EXPENSES		\$150,000.00	\$153,672.48	(\$3,672.48)
NET INCOME		\$0.00	(\$14,672.20)	\$14,672.20

STUDENT ACTIVITIES FUND BALANCE

<u>BEGINNING BALANCE</u>	<u>NET INCOME</u>	<u>ENDING BALANCE</u>
\$21,860.99	(\$14,672.20)	\$7,188.79

**STUDENT ACTIVITIES FUNDS
BUDGET REPORT
PERIOD ENDING April 30, 2019**

DEPT. CODE	ACTIVITY	BALANCE FORWARD 6/30/2018	TRANSFER FROM AUXILIARY	CLUB RECEIPTS	STUDENT ACTIVITIES FEE BUDGET	STUDENT ACTIVITIES FEES-ACTUAL	AVAILABLE FUNDS	CLUB EXPENSES	ENDING BALANCE
	BUDGETED REVENUES		\$20,000.00	\$5,000.00	\$125,000.00	\$117,321.96	\$142,321.96		
994010	INTERNATIONAL CLUB	\$13.85		\$7.00	\$500.00	\$469.29	\$490.14		\$490.14
994020	ALLIANCE FOR EXCELLENCE	\$716.63			\$600.00	\$563.15	\$1,279.78	\$275.67	\$1,004.11
994030	EARLY CHILDHOOD CLUB	\$819.78			\$500.00	\$469.29	\$1,289.07		\$1,289.07
994060	CAMPUS LIFE	\$1,515.48		\$5,903.34	\$17,200.00	\$16,143.50	\$23,562.32	\$7,991.70	\$15,570.62
994070	PHI THETA KAPPA	\$2,487.37		\$310.00	\$1,000.00	\$938.58	\$3,735.95	\$672.53	\$3,063.42
994080	INTERCOLLEGIATE ATHLETICS	(\$2,642.53)	\$20,000.00	\$1,802.96	\$98,000.00	\$91,980.42	\$111,140.85	\$130,113.85	(\$18,973.00)
994090	INTRAMURALS	\$563.30			\$1,500.00	\$1,407.86	\$1,971.16	\$569.89	\$1,401.27
994100	STUDENT GOV ASSOC	\$2,742.75			\$2,150.00	\$2,017.94	\$4,760.69	\$3,813.92	\$946.77
994120	ENVIRONMENTAL CLUB	\$862.14			\$0.00	\$0.00	\$862.14	\$862.14	\$0.00
994130	STUDENT NURSES ASSOC	\$3,733.33		\$1,424.00	\$500.00	\$469.29	\$5,626.62	\$1,051.22	\$4,575.40
994140	CULINARY CLUB	\$444.80			\$0.00	\$0.00	\$444.80	\$444.80	\$0.00
994160	STUDENT SERVICES ADV	\$349.41		\$551.50	\$300.00	\$281.57	\$1,182.48	\$566.50	\$615.98
994180	PLAY DAY, FALL FEST	\$1.41			\$0.00	\$0.00	\$1.41	\$1.41	\$0.00
994200	BROWN BAG SEMINAR	\$548.11		\$155.72	\$750.00	\$703.93	\$1,407.76	\$648.58	\$759.18
994210	CAMPUS LIFE DISCRETIONARY FUND	\$1,319.48		\$1,447.69	\$0.00	\$0.00	\$2,767.17	\$176.00	\$2,591.17
994230	VETERANS CLUB	\$601.27			\$500.00	\$469.29	\$1,070.56	\$43.11	\$1,027.45
994250	CULTURAL EVENTS	\$3,380.49			\$0.00	\$0.00	\$3,380.49	\$3,380.49	\$0.00
994260	STUDENT AWARDS BANQUET	\$143.29			\$1,000.00	\$938.58	\$1,081.87		\$1,081.87
994360	LAMBDA ALPHA EPSILON	\$3,060.67			\$0.00	\$0.00	\$3,060.67	\$2,060.67	\$1,000.00
994390	SMA	\$1,199.95			\$500.00	\$469.29	\$1,669.24	\$1,000.00	\$669.24
	BUDGET TOTALS	\$21,860.98	\$20,000.00	\$11,602.21	\$125,000.00	\$117,321.96	\$170,785.15	\$153,672.48	\$17,112.67

**PATRICK HENRY COMMUNITY COLLEGE
PARKING FUNDS BUDGET REPORT
Period Ending April 30, 2019**

REVENUES	BUDGET	ACTUAL	VARIANCE
409010 Student Parking Fees	\$48,000.00	\$53,950.98	(\$5,950.98)
TOTAL REVENUES	\$48,000.00	\$53,950.98	(\$5,950.98)

EXPENSES	BUDGET	ACTUAL	VARIANCE
490000 Site Improvements/Parking	\$72,000.00	\$73,080.00	(\$1,080.00)
TOTAL EXPENSES	\$72,000.00	\$73,080.00	(\$1,080.00)

NET INCOME	(\$24,000.00)	(\$19,129.02)	
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PARKING FUND BALANCE		
BEGINNING BALANCE	NET INCOME	ENDING BALANCE
\$212,490.92	(\$19,129.02)	\$193,361.90

PATRICK HENRY COMMUNITY COLLEGE
Office of the President

Board Report #405
May 20, 2019

BOARD TO CONSIDER APPROVAL OF FISCAL YEAR 2020 LOCAL FUNDS BUDGET

Report:

For the past five years the college has focused on increasing its local funds balances in order to build a reserve to accommodate future capital projects without the necessity of state appropriations. The college has pursued this strategy by several methods including: 1) Reversing the trend of declining locality contributions by requesting small increases in existing funding; 2) Eliminating the use of local funds for expenses that can be paid with state funds; 3) Increasing the non-mandatory fees. This strategy enabled the college to devote over \$700,000 of local funds to the renovation of the Manufacturing and Engineering Technologies Complex (the "MET"). It has also enabled the college to advance \$600,000 for renovation of the MET II.

Locality Fund. The college has been successful in obtaining modest increases in locality contributions. However, the college requested no increases from the localities for FY20. Accordingly, the college anticipates Locality Fund revenues to be flat for FY20. The college does not anticipate any major capital expenditures from locality funds during FY20 beyond advancing some expenses for renovation of MET II.

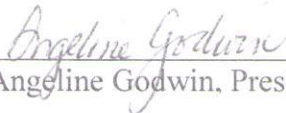
Auxiliary Fund. The college experienced an increase in bookstore commission revenues from FY18 to FY 19 due to increased enrollment and sales. Additionally, the college has negotiated an increase in the bookstore commission rates. As a result, the college has increased the FY20 bookstore commission revenue projection. The college still anticipates transferring \$20,000 from Auxiliary Funds to support increased Student Activities.

Student Activities Fund. Traditionally, this fund has been augmented by transfers from the Auxiliary Fund. The college's goal has been to eliminate this transfer. However, the FY 2019 budget reserves a transfer of \$20,000 to Student Activities.

Parking Fund. The college anticipates FY20 revenues of \$54,000.00. The college has budgeted \$54,000.00 to selected sidewalk repairs and replacing the lighting leading from the parking lot to the Walker Fine Arts Center. Thus, it is anticipated that Parking funds will remain flat for FY20.

Recommendation:

It is the recommendation of the college administration that the Board approve the Local Funds Budget for fiscal year 2020.



Angelina Godwin, President

PATRICK HENRY COMMUNITY COLLEGE
LOCALITY FUND BUDGET
Period Ending June 30, 2020

REVENUES			BUDGET	ACTUAL	VARIANCE
401020		Henry County	\$59,442.00		\$59,442.00
401040		Martinsville	\$19,835.00		\$19,835.00
401030		Patrick County	\$17,322.00		\$17,322.00
		<u>Bank Interest</u>	<u>\$9,000.00</u>		<u>\$9,000.00</u>
TOTAL REVENUES			\$105,599.00	\$0.00	\$105,599.00

EXPENSES			BUDGET	ACTUAL	VARIANCE
460040	61257	Physical Plant Repair & Maintenance	\$10,000.00		\$10,000.00
460010	68800	Contingency Expenses	\$7,500.00		\$7,500.00
460060	61246	Bank Charges	\$11,000.00		\$11,000.00
470010	62320	<u>Plant & Improvements-Construction</u>	<u>\$30,000.00</u>		<u>\$30,000.00</u>
TOTAL EXPENSES			\$58,500.00	\$0.00	\$58,500.00
NET INCOME			\$47,099.00	\$0.00	\$47,099.00

LOCALITY FUND BALANCE

PATRICK HENRY COMMUNITY COLLEGE
AUXILIARY FUND BUDGET
Period Ending June 30, 2020

REVENUES			BUDGET	ACTUAL	VARIANCE
406500	40751	College Bookstore	\$40,000.00		\$40,000.00
406510	40751	Vending	\$20,000.00		\$20,000.00
406530	40751	Miscellaneous	\$500.00		\$500.00
TOTAL REVENUES			\$60,500.00	\$0.00	\$60,500.00
EXPENSES			BUDGET	ACTUAL	VARIANCE
		Transfer to Student Activities	\$20,000.00		\$20,000.00
465020		President's Office/Community Relations	\$10,000.00		\$10,000.00
465030		Administration Local Expenses	\$5,000.00		\$5,000.00
465040		Local Board Expenses	\$3,000.00		\$3,000.00
465050		Contingency	\$2,000.00		\$2,000.00
470010	62320	Plant & Improvements-Construction	\$15,000.00		\$15,000.00
TOTAL EXPENSES			\$55,000.00	\$0.00	\$55,000.00
NET INCOME			\$5,500.00	\$0.00	

PATRICK HENRY COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET REPORT
 Period Ending April 30, 2020

REVENUES		BUDGET	ACTUAL	VARIANCE
100850	Student Activity Fees	\$125,000.00		\$125,000.00
	From Auxiliary Funds	\$20,000.00		\$20,000.00
	<u>Club Receipts</u>	<u>\$9,000.00</u>		<u>\$9,000.00</u>
TOTAL REVENUES		\$154,000.00	\$0.00	\$154,000.00
EXPENSES		BUDGET	ACTUAL	VARIANCE
90101	Student Activities & Cultural Events (See Following Schedule)	\$150,000.00		\$150,000.00
TOTAL EXPENSES		\$150,000.00	\$0.00	\$150,000.00
NET INCOME		\$4,000.00	\$0.00	\$4,000.00

**STUDENT ACTIVITIES FUNDS
BUDGET
PERIOD ENDING June 30, 2020**

DEPT. CODE	ACTIVITY	BALANCE FORWARD 6/30/2018	TRANSFER FROM AUXILIARY	CLUB RECEIPTS	STUDENT ACTIVITIES FEE BUDGET	STUDENT ACTIVITIES FEES-ACTUAL	AVAILABLE FUNDS	CLUB EXPENSES	ENDING BALANCE
	BUDGETED REVENUES		\$9,000.00		\$125,000.00		\$29,000.00		
994010	INTERNATIONAL CLUB				\$500.00	\$0.00	\$0.00		\$0.00
994020	ALLIANCE FOR EXCELLENCE				\$600.00	\$0.00	\$0.00		\$0.00
994030	EARLY CHILDHOOD CLUB				\$500.00	\$0.00	\$0.00		\$0.00
994060	CAMPUS LIFE				\$6,000.00	\$0.00	\$0.00		\$0.00
994070	PHI THETA KAPPA				\$1,000.00	\$0.00	\$0.00		\$0.00
994080	INTERCOLLEGIATE ATHLETICS		\$20,000.00		\$98,000.00	\$0.00	\$20,000.00		\$20,000.00
994090	INTRAMURALS				\$1,500.00	\$0.00	\$0.00		\$0.00
994100	STUDENT GOV ASSOC				\$2,150.00	\$0.00	\$0.00		\$0.00
994120	ENVIRONMENTAL CLUB				\$200.00	\$0.00	\$0.00		\$0.00
994130	STUDENT NURSES ASSOC				\$500.00	\$0.00	\$0.00		\$0.00
994140	CULINARY CLUB				\$0.00	\$0.00	\$0.00		\$0.00
994160	STUDENT SERVICES ADV				\$300.00	\$0.00	\$0.00		\$0.00
994180	PLAY DAY, FALL FEST				\$4,000.00	\$0.00	\$0.00		\$0.00
994200	BROWN BAG SEMINAR				\$750.00	\$0.00	\$0.00		\$0.00
994210	DISCRETIONARY SA FUND				\$4,000.00	\$0.00	\$0.00		\$0.00
994230	VETERANS CLUB				\$500.00	\$0.00	\$0.00		\$0.00
994250	CULTURAL EVENTS				\$3,000.00	\$0.00	\$0.00		\$0.00
994260	STUDENT AWARDS BANQUET				\$1,000.00	\$0.00	\$0.00		\$0.00
994360	ADMIN OF JUSTICE ASSOC				\$0.00	\$0.00	\$0.00		\$0.00
994390	SMA				\$500.00	\$0.00	\$0.00		\$0.00
BUDGET TOTALS		\$0.00	\$20,000.00	\$0.00	\$125,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00

**PATRICK HENRY COMMUNITY COLLEGE
PARKING FUNDS BUDGET
Period Ending June 30, 2020**

REVENUES	BUDGET	ACTUAL	VARIANCE
409010 Student Parking Fees	<u>\$54,000.00</u>		<u>\$54,000.00</u>
TOTAL REVENUES	\$54,000.00	\$0.00	\$54,000.00

EXPENSES	BUDGET	ACTUAL	VARIANCE
490000 Site Improvements/Parking	<u>\$54,000.00</u>		<u>\$54,000.00</u>
TOTAL EXPENSES	\$54,000.00	\$0.00	\$54,000.00

NET INCOME	\$0.00	\$0.00	
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PATRICK HENRY COMMUNITY COLLEGE
Office of the President

Board Report #406
May 20, 2019

**BOARD TO CONSIDER APPROVAL OF TWO NEW CAREER STUDIES CERTIFICATES:
LATHE OPERATOR AND MACHINING TECHNICIAN**

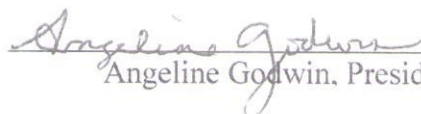
Report:

Patrick Henry Community College requests to add two career studies certificates in Precision Machining to begin enrollment fall 2019. These additions are the result of the college's collaboration in the GO TEC (Great Opportunities in Technology and Engineering Careers) initiative of GO Virginia Region 3, the Tobacco Region Revitalization Commission's Centers of Excellence, and the Virginia Community College System's G3 Pathways Initiative. GO TEC is a partnership between six regional higher education institutions in GO Virginia's Region 3, along with one higher education institution in Region 1. The goal of GO TEC is to build scale and a pipeline to attract new investment and retain existing business. The GO TEC concept is a "hub and spoke" model for regional training replicating the successful precision machining program at Danville Community College (DCC) and the Institute for Advanced Learning and Research (IALR), which has been credited with four new companies recently investing in the region. This model provides foundational skills training at many locations throughout the region (spokes) and mastery level training at select locations (hubs). PHCC will serve as a "spoke" in precision machining, providing foundational level training which will transfer seamlessly to the "hub" programs at DCC and the IALR. In addition, precision machining is a focus area of the Tobacco Region Revitalization Commission's Centers of Excellence.

Aligning with the state's G3 Initiative, which encourages development of career pathways to include career studies certificates at the Technician (Level 1) and Technologist (Level 2) levels, PHCC proposes the Machining Technician and the CNC Lathe Operator career studies certificates. PHCC representatives have collaborated closely with DCC precision machining faculty to ensure the seamless transition of these career studies certificates to the Diploma and Associate Degree programs at Danville Community College. Additional information on each career studies certificate is attached.

Recommendation:

It is the recommendation of the college administration that the Board approve the two new Career Studies Certificates.



Angeline Godwin, President

CNC Lathe Operator

Award: Career Studies Certificate

Length: A student may complete this program in 3 semesters.

Purpose: The purpose of the CNC Lathe Operator Career Studies Certificate is to help entry-level employees in the precision machining related trades to obtain skills with emphasis on manual lathe, mill work, and an introduction to CNC lathe programming and operation.

Occupational Objective: Graduates of this program will have:

- Basic occupational skills for the Precision Machining professions.
- Basic skills and understanding of manual lathe and mill systems and terminology.
- Knowledge of safety requirements for machining trade occupations.
- Basic skills and understanding of CNC Lathe systems and terminology.
- Occupational preparation skills for employment.

Intended Outcome: Transfer

Graduates would be expected to continue to further their education and pursue the Precision Machining Diploma

Industrial Credentials: Students will have an opportunity to earn:

NIMS Measurement, Material, and Safety
NIMS Turning Operations

Admission Requirements: Entry into this curriculum may be attained by meeting the general admission requirements established for the College. Students must also have completed the Machining Technician Career Studies Certificate.

Program Description: The program is designed to develop a general foundation in Precision Machining trades with an emphasis on manual lathe, mill, and CNC lathe.

Feeder Program: This certificate feeds into Danville Community College's Precision Machine Technology, and Integrated Machining Technology.

Instructional Delivery: Instruction is delivered thru traditional classroom along with a heavy emphasis on lab projects.

Program Outcomes: Graduates of the CNC Lathe Operator Career Studies Certificate will be able to:

- Understand precision machining tools, terminology and systems
- Interpret blueprints, drawings, and symbols
- Use various measuring tools and equipment
- Know and apply safety requirements for machining trades

Program Requirements: To be awarded a Career Studies Certificate the student must complete all requirements and successfully complete the program as follows:

CNC Lathe Operator Career Studies Certificate					
COURSE	COURSE TITLE	LEC HOURS	LAB HOURS	CONTACT HOURS	CREDIT HOURS
MAC 121	Numerical Control I	2	3	5	3
MAC 221	Advanced Machine Tool Operations I	4	9	13	7
MAC 127	Advanced CNC Programming	3	0	3	3
MAC 116	Machinist Handbook	2	0	2	2
CAD 231	Computer Aided Drafting	2	3	5	3
ITE 115	Intro. to Computer Applications & Concepts	3	0	3	3
ENG 131	Technical Report Writing 1	3	0	3	3
	TOTAL MINIMUM CREDITS	19	15	34	24

MAC 121 - Numerical Control I

Focuses on numerical control techniques in metal forming and machine processes. Includes theory and practice in lathe and milling machine computer numerical control program writing, setup and operation. Part I of II.

Lecture 1 hour per week. Laboratory 2 hours per week. Total 3 hours per week.

2 credits

MAC 221 - Advanced Machine Tool Operations I

Focuses on advanced lathe and mill work with concentration on fits, finishes, inspection, quality control, and basic heat treating. Includes design and construction of specific projects to determine the student's operational knowledge of all equipment. Part I of II.

Lecture 4 hours per week. Laboratory 9 hours per week. Total 13 hours per week.

7 credits

MAC 127 - Advanced CNC Programming

Provides in-depth study of programming computerized numerical control machines.

Lecture 3 hours per week. 3 credits

MAC 116 - Machinist Handbook

Introduces students to the Machinist Handbook so they can understand and apply the relevant information in a practical hands on situation. Using the machinist handbook as a ready reference book of tabular data, formulas, designs and processes relating to machine technology.

Lecture 2 hours per week.

2 credits

CAD 231 - Computer Aided Drafting III

Exposes students to 3-D and modeling. Focuses on proficiency in Production drawing using a CAD system.

Lecture 3 hours per week. 3 credits

ITE 115 – Introduction to Computer Applications and Concepts

Covers computer concepts and internet skills and use a software suite which includes word processing, spreadsheet, database, and presentation software to demonstrate skills. Recommended prerequisite keyboarding skills. Lecture 3 hours per week. Prerequisites: ENF 2 or above, MTT Modules 1-3.

ENG 131 - Technical Report Writing I

Offers a review of organizational skills including paragraph writing and basic forms of technical communications, various forms of business correspondence, and basic procedures for research writing. Includes instruction and practice in oral communication skills.

Lecture 3 hours per week. 3 credits

Machining Technician

Award: Career Studies Certificate

Length: A student may complete this program in 2 semesters.

Purpose: The purpose of the Machining Technician Career Studies Certificate is to help entry-level employees in the precision machining related trades obtain skills with emphasis on manual lathe and mill work. Student's meeting the CSC requirements will have entry level skills in the following occupational areas: Manual Lathe Machinist, Manual Mill Machinist.

Occupational Objective: Graduates of this program will have:

- Basic occupational skills for the Precision Machining professions.
- Basic skills and understanding of manual lathe and mill systems and terminology.
- Knowledge of safety requirements for machining trade occupations.
- Occupational preparation skills for employment.

Intended Outcome: Transfer

Graduates would be expected to continue to further their education and pursue the Precision Machining Diploma

Industrial Credentials: Students will have an opportunity to earn:
NIMS Measurement, Material, and Safety

Admission Requirements: Entry into this curriculum may be attained by meeting the general admission requirements established for the College.

Program Description: The program is designed to develop a general foundation in Precision Machining trades with an emphasis on manual lathe and mill.

Feeder Program: This certificate feeds into Danville Community College's Precision Machine Technology, and Integrated Machining Technology Programs.

Instructional Delivery: Instruction is delivered thru traditional classroom along with a heavy emphasis on lab projects.

Program Outcomes: Graduates of the Machining Skills Certificate will be able to:

- Understand precision machining tools, terminology and systems
- Interpret blueprints, drawings, and symbols
- Use various measuring tools and equipment
- Know and apply safety requirements for machining trades

Program Requirements: To be awarded a Career Studies Certificate the student must complete all requirements and successfully complete the program as follows:

Machining Technician Career Studies Certificate					
COURSE	COURSE TITLE	LEC HOURS	LAB HOURS	CONTACT HOURS	CREDIT HOURS
MAC101	Machine Shop I	5	9	14	8
MAC102	Machine Shop II	4	9	13	7
MTH 111	Basic Technical Math	3	0	3	3
DRF 160	Machine Blueprint Reading	3	0	3	3
SDV 100	College Success	1	0	1	1
SAF 130	Industrial Safety- OSHA 10	1	0	1	1
	TOTAL MINIMUM CREDITS	17	18	35	23

MAC 101 - Machine Shop I

Introduces the machinist to identification, care, and use of precision tools and instruments. Emphasizes the operation of the drill press, lathe, power saw, grinder, and milling machine. Covers the sharpening of lathe cutting tools, safety, and good housekeeping. Provides for operation and setup on the various types of grinders, engine lathe machines, and drill presses. Part I of II.

Lecture 5 hours per week. Laboratory 9 hours per week. Total 14 hours per week.

8 credits

MAC 102 - Machine Shop II

Introduces the machinist to identification, care, and use of precision tools and instruments. Emphasizes the operation of the drill press, lathe, power saw, grinder, and milling machine. Covers safety, good housekeeping and basic manual milling machine setups. Provides for operation and setup on the various types of precision grinders, milling machines, and drill presses. Part II of II.

Lecture 4 hours per week. Laboratory 9 hours week. Total 13 hours per week.

7 credits

MTH 111 - Basic Technical Math

Provides a foundation in mathematics with emphasis in arithmetic, unit conversion, basic algebra, geometry, and trigonometry. This course is intended for CTE programs.

Lecture 3 hours per week. 3 credits

DRF 160 - Machine Blueprint Reading

Introduces interpreting of various blueprints and working drawings. Applies basic principles and techniques such as visualization of an object, orthographic projection, technical sketching and drafting terminology.

Lecture 3 hours per week

3 credits

SDV 100 - College Success

College Success Skills assists students in transition to colleges. Provides overviews of college policies, procedures, curricular offerings. Encourages contacts with other students and staff. Assists students toward college success through information regarding effective study habits, career and academic planning, and other college resources available to students. May include English and Math placement testing. Strongly recommended for beginning students. Required for graduation.

Lecture 1 hour

1 Credit

SAF 130 - OSHA 10 Industrial Safety

Presents an introduction to occupational health and safety and its application in the workplace. Emphasizes safety standards and the Occupational Safety and Health Act (OSHA), its rules and regulations (OSHA 10).

Lecture 1 hour

1 Credit