

Date December 5, 2018

Chairperson Mike Cassidy

Called to Order 4:30 pm

Present Amy Burbee, Joy Crump, Jannie Daniels, Tom Dugan, Lee Kounovsky, Lou Long, Patrick O'Connor, Bob Revell, Randy Simmons

**New Members/
Guests** Deron Fort, Andy McNamara

Introduction of Members

Approved Minutes

Agenda Items

1. PROGRAM UPDATES

- a. 2018 Department Data Sheet Review. Apprenticeship enrollment has grown consistently from 471 students in 2012 to 1306 students in 2018. The FTE has grown in conjunction from 54.84 in 2012 to 151.10 in 2018. Due to the rapid growth of apprenticeship students and classes, we are running into lack of space issues. There is not enough classroom and lab space to meet demand. We have petitioned for portions of bldg. 10, which was originally created as a Regional Training Education Center to house apprenticeship at night. The apprenticeship program and industry members were involved in the design and the structure of this building, but later pushed out by other programs, such as College Now. If we cannot meet the need for classroom space for this expansive population, then we risk losing them and the FTE! The apprenticeship committees are not required to house their related training at Lane and have the option to move to local shops and/or elsewhere, if not supported. In addition, some of the classroom space is not adequate for a successful learning environment. For example, the millwright and electrical lab space is housed in bldg. 12 room 122 and there is a plywood wall that separates them from public safety on the north side. The instructors are trying to teach their millwright and/or electrical classes and on occasion are loudly interrupted by Public Safety testing their sirens on the other side of the wall. Another example, the HVAC program needs a larger space for their refrigeration training equipment. The equipment was relocated to a small closet-size room in the first floor of bldg. 15 that will not fit all of the students in the room at the same time. We currently have 24 students in the program, but only a handful of students can receive hands-on training in the room at a time. This makes it very difficult to give the students the amount of training they need to be successful. For the large amount of FTE that apprenticeship brings to the table, the college should be supportive in providing adequate and ample learning space.
- b. We hosted our first Celebration of Apprenticeship night in honor of National Apprenticeship Week on Nov. 14. Over 100 apprentices, instructors and industry supporters attended the event, which featured recognitions of student achievements,

information sharing, networking and celebration of the men and women who work full-time during the day and pursue related training in the evening to become qualified tradespeople in highly needed occupations.

- c. Pat and Deron discussed the pressure from the state to market apprenticeship to women and minorities. Apprenticeship committees asked to share their marketing efforts. Suggestion to have all-women panel to participate in Hands-On Career Day in April. Also noted, there is a Women in Trades Fair in Portland.
- d. LCC Marketing Funds needed to recruit women in the trades. Guest and Director of Marketing, Andy McNamara, shared info on limited resources available and how some departments build marketing into their budget. He will continue to request more funds and can offer other forms of assistance such as refreshing materials, graphics, etc.
- e. Advanced Technology has been actively marketing our programs at high schools, job fairs, tours, site visits, etc. Tom Dugan suggested we could further recruit by posting flyers at home improvement stores, such as Jerry's/Home Depot. Another suggestion, recruit veterans through VA Center.
- f. Amy, Jannie, Joy, Lee, and Randy are involved with the pre-apprenticeship committee at Lane ESD. The group is meeting regularly to create a registered pre-apprenticeship program in Lane County.

2. CARL PERKINS & CURRICULUM DEVELOPMENT

- a. Carl Perkins funded electrical lab equipment, desoldering station for shop practices, and curriculum development funding for online code review/limited energy classes.
- b. Next cycle, we are requesting curriculum development to continue with online course development needs (Blueprint Reading 2 and HVAC). Requesting funding and support for HVAC training unit, marketing, and pre-apprenticeship program efforts in Lane County.

3. OUTREACH EVENTS

- a. Hands-On Career Day – Friday, April 26, 2019
- b. National Apprenticeship Week – November, 2019

Committee Actions

1. Request letters of support from Joint Apprenticeship Training Committee Coordinators regarding space issues/needs.
2. Improve marketing materials with assistance from Marketing and Printing & Graphics. Get flyers out to home improvement stores, veterans centers, employment office, etc. Target women and minority populations in advertising efforts.
3. Plan for next National Apprenticeship Week event. (Feedback: more personal stories from students, a better location with PA system and podium, market to students directly, invite pre-apprenticeship classes).

Next Meeting

Winter 2019 – Wednesday, March 20
4:30-5:30 pm

Adjournment

6:00 pm

Copies

Advisory Committee Members
Lynn Nakamura, Dean, Advanced Technology
Amy Burbee, Project Coordinator
Claudia Riumallo, Student Advisor, Advanced Technology
Program Faculty, Advanced Technology
Paul Jarrell, Vice President Academic and Student Affairs
and Chief Academic Officer