



Apprenticeship Programs

**HARPER COLLEGE TRANSITIONING FROM TAACCCT GRANTS
TO REGISTERED APPRENTICES**

**Dr. Rebecca Lake, Dean
Harper College
Palatine, Illinois**



**November 2, 2017
2017 MCCA Convention
Jefferson City, MO.**

TOPICS in this presentation

- 1) TAACCCT grant a springboard to apprenticeships
- 2) Win-Win-Win Initiative that benefits students, employers, and colleges/universities
- 3) Deciding to offer RA programs
- 4) Steps to start your RA programs
- 5) Harper RA programs
- 6) Benefits to becoming a RA program Sponsor



QUICK LINKS

[WHAT IS AN
APPRENTICESHIP
PROGRAM?](#)[APPRENTICE
EMPLOYERS](#)[HOW TO APPLY FOR
AN APPRENTICESHIP](#)[REQUIREMENTS](#)[FREQUENTLY ASKED
QUESTIONS](#)[VIDEO & PHOTO
GALLERIES](#)[APPRENTICESHIP
PARTNERS](#)

Connect with your future employer.



Breakfast Info Session for Businesses!

Join us for an Employer Information Breakfast. Learn how Registered Apprenticeships can create a talent pipeline for your business.

[Register Now!](#)

TAACCCT GRANT A SPRINGBOARD TO OFFERING REGISTERED APPRENTICESHIP PROGRAMS

Lessons learned from the grant:

- 1) Faculty gained impetus to work with larger group of area employees, associations, villages
- 2) Career pathways created so confidence to build different ones to meet needs of employees
- 3) Use of Academic coach to maintain student success
- 4) **BE CREATIVE**



FIVE CORE COMPONENTS FOR REGISTERED APPRENTICESHIP (RA) PROGRAMS

- 1) Employer assistance with designing curriculum
- 2) On-the-Job Training (OJT) with a company mentor
- 3) Related Technical Instruction (RTI) (college provides)
- 4) Reward for skills and knowledge gains
(some amount of reciprocal wage increase)
- 5) National certificate by DOL Office of Apprenticeships



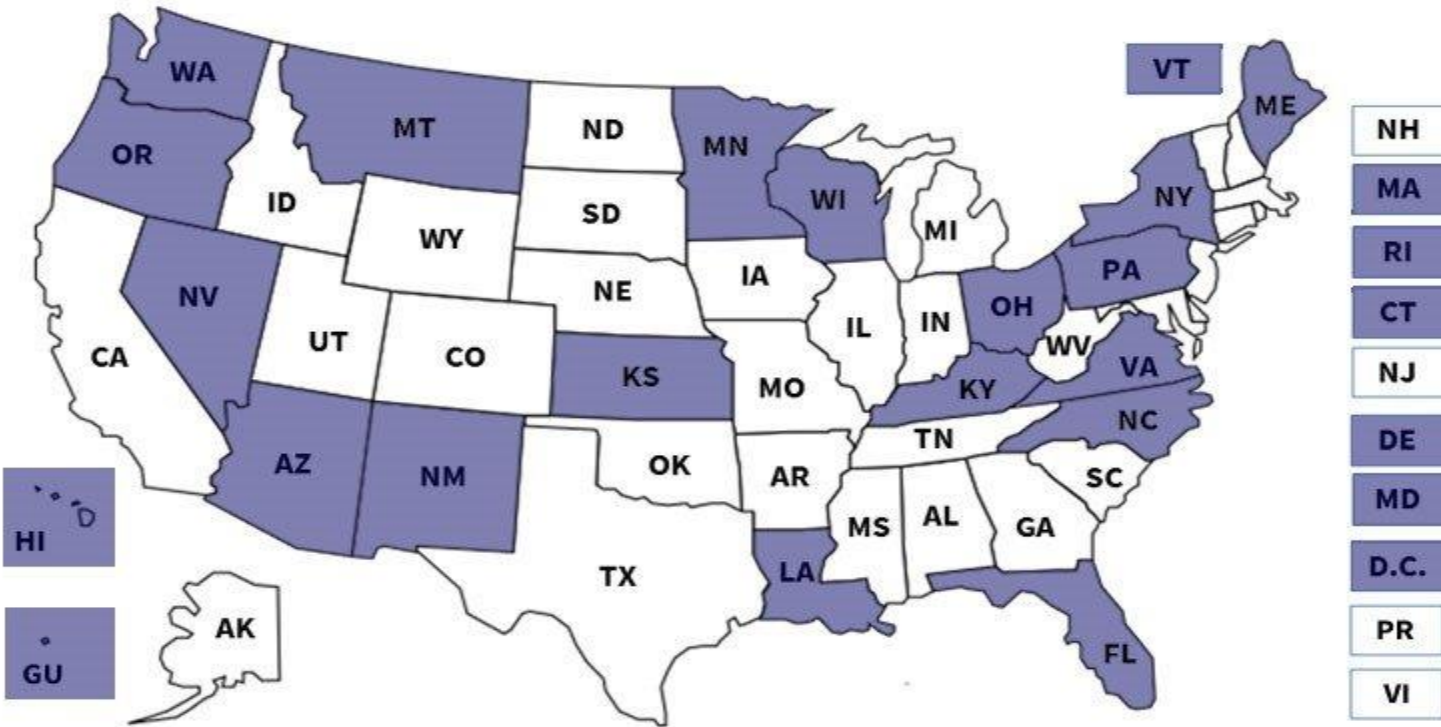
STATE CONTACTS FOR APPRENTICESHIPS

States either belong to the broader Federal Apprenticeship (OA) system, or run their own State Apprenticeship (SAA) system. (50% each)

<https://www.doleta.gov/OA/contactlist.cfm>



Type of State: State Federal



RA IS A WIN-WIN-WIN INITIATIVE

- 1) Companies looking to fill their skills gaps and talent pipeline
- 2) Students starting or changing careers
- 3) Colleges seeking to fulfill their mission, grow enrollment and improve retention and completion rates.



BENEFITS FOR COMPANIES

- Fill specific company skills gap
- “Grow your own” talent with mentor-lead OJT
- Increase employee loyalty and diversify the workforce
- Reduce turnover and recruiting cost
- Ensure “seasoned” experts pass on knowledge
- Stable and predictable pipeline of entry-level employees
- Starting employees on a career path to grow with your company



Benefits for Apprentices

- 1) Guaranteed employment – Hired by company with wage and all benefits such as vacation & sick days
- 2) Zero Debt at Graduation – Employer pays for college as long as apprentice passes the courses
- 3) Date & time of courses coordinated with work schedule



CURRENT HARPER RA COHORTS



Manufacturing Cohorts 1 & 2



General Insurance Cohort 1

BENEFITS FOR COLLEGES

- 1) Fulfill College mission
- 2) Meet needs of employers and job seekers
- 3) Improve college statistics and fiscal strength:
 - a) Increase enrollment
 - b) Higher retention rates
 - c) Higher completion rates
- 4) Provide the RTI or Become a RA Program Sponsor



DECIDING TO OFFER RA PROGRAMS

Need a to ask these basic questions:

- 1) Is there overall institutional buy-in?
- 2) Can College departments work together to create needed processes and systems?
- 3) Is there allocated college staff to direct initiative?
- 4) Are companies aware of apprenticeships and committed to participate fully with the College?



START RA PROGRAMS AND BECOME A RA PROGRAM SPONSOR ONLY IF:

- 1) Faculty is willing to work with you (fully engaged)
- 2) Admissions is willing work with you (fully engaged)
- 3) A Champion (Dean or higher) is invested
- 4) Employers are willing to hire apprentices



HOW COLLEGE SELECTS RA PROGRAMS TO OFFER

- 1) What is #1 occupation (position) employers tell you they need to fill their skills gap?
- 2) Does college currently have this CTE curriculum (AAS degree) or does faculty have to create it from scratch?
- 3) Make sure occupation is on List of Available Occupations
<https://www.doleta.gov/oa/occupations.cfm>
- 4) Contact state Apprenticeship office (OA or ASS) to let them know you are working on this and will need assistance with paperwork



RA CURRICULUM PREPARATIONS

- 1) Dovetail with current AAS degree in CTE programs
- 2) Talk with employers to discover skills their apprentices require so those can be embedded in curriculum
- 3) Decide on RA program format:
 - a) what semester to start
 - b) length of program (2-3yrs)
 - c) design based on weeks per semester (8,12, or 16wks)
 - d) decide on days of week for courses M–F or T & Th
 - e) classes held during days, evenings, or on weekends



CURRICULUM MAP

Cohort 1 PM1		Harper College Apprenticeship Program Curriculum Map				3-year Program Aug 2015 – Mar 2018	
		AAS Degree: Manufacturing Technology / Industrial Maintenance Mechanic					
Fall 2015 = 11 credits		Fall 2016 = 9 credits		Fall 2017 = 11 credits			
MFT 102 Intro to Mfg. & Safety	4 cr.	MFT130 Machining Blueprints	1 cr.	MFT 123 Intro to CNC Machining	3 cr.		
ELT 110 Intro to Electronics	4 cr.	ELT120 Intro to Industrial Electronics Maintenance	2 cr.	WLD 110 Welding I	3 cr.		
MTH 097 Technical Math (Gen Ed)	3 cr.	MFT 108 Manufacturing Processes	3 cr.	ELT 145 Variable Frequency Drives	2 cr.		
		SPE 101 Speech (Gen Ed)	3 cr.	SOC 101 Intro to Sociology (Gen Ed)	3 cr.		
Start: 8/24/15	End 8 wks: 10/16/15	Start: 8/22/16	End 8 wks: 10/14/16	Start: 8/21/17	End 8 wks: 10/13/17		
Spring 2016 = 11 credits		Spring 2017 = 8 credits		Spring 2018 = 10 credits			
MFT 104 Quality & Measurement	3 cr.	MFT109 Intro to Mfg. Maintenance	2 cr.	ELT 215 Industrial Control Systems	4 cr.		
MFT 105 Machining Processes I	4 cr.	MFT 120 Machining Processes II	3 cr.	WLD 210 Welding II	3 cr.		
MNT 111 Prints & Schematics	2 cr.	PHI 150 Business Ethics (Gen Ed)	3 cr.	PSC 270 Global Politics (Gen Ed)	3 cr.		
ENG 101 English (Gen Ed)	3 cr.	ICATT students take Midpoint Test for DIHK Global Portable Credential		ICATT students take Final Test for DIHK Global Portable Credential			
Start: 1/19/16	End 8 wks: 3/11/16	Start: 1/17/17	End 8 weeks: 3/10/17	Start: 1/16/18	End 8 wks: 3/19/18		

8 WEEK SCHEDULE

Harper College Apprenticeship Program					
PM3- Industrial Maintenance Mechanic - Fall 2017					
8/21/17 - 10/13/17					
Time	Monday	Tuesday	Wednesday	Thursday	Friday
8-9:00					
9-10:00	MFT 102 Introduction to Manufacturing and Safety 9 AM to 1:45 PM H-192 Lisa Smith (built in lunch hr) CRN 36888		MFT 102 Introduction to Manufacturing and Safety 9 AM to 1:45 PM H-192 Lisa Smith (built in lunch hr) CRN 36888		Student coaching 9:30AM
10-11:00		MFT 104 Quality & Measurement 10 AM - 12:40 PM H-192 Stephen Agajanian CRN 37141		MFT 104 Quality & Measurement 10 AM - 12:40 PM H-192 Stephen Agajanian CRN 37141	Study Time 10 AM to 3:00 PM
11-12:00 noon					
12-1:00 p.m.					
1-2:00					
2-3:00	MNT 111 2:00 PM - 4:30 PM H-248 Steve Ritch CRN 37130		MNT 111 2:00 PM - 4:30 PM H-248 Steve Ritch CRN 37130		
3-4:00		MTH 097 Basic Technical Mathematics 2:30 to 5:10 PM H-251 Eva Rudzinski CRN 36891		MTH 097 Basic Technical Mathematics 2:30 to 5:10 PM H-251 Eva Rudzinski CRN 36891	
4-5:00					
5-6:00					
	*Study Time in evenings & weekends as needed				

12 WEEK SCHEDULE

Harper College Apprenticeship Program					
PI1 - Insurance - Fall 2017					
8/21/17 - 11/10/17					
Time	Monday	Tuesday	Wednesday	Thursday	Friday
8-9:00					
9-10:00		MGT 218 Intro to Finance 9 AM - 12 PM W-202 George Mochocki CRN 36877		INS 220 Personal Insurance 9 AM to 12 PM X-210 Ildiko Schultz CRN 36771	
10-11:00					
11-12:00 noon					
12-1:00 p.m.					
1-2:00		ECO 212 Macroeconomics 1PM - 4 PM X-122 Getachew Begashaw CRN 36878		PHI 150 Business Ethics 1 PM - 4 PM X-122 Jolanta Jaskolowska CRN 36879	
2-3:00					
3-4:00					
4-5:00					
5-6:00	*Study Time in evenings & weekends as needed				

STARTING YOUR SELECTED RA PROGRAM

- 1) Internal Marketing: explain RA program throughout College
- 2) External Outreach: to employers and potential apprentices
- 3) Talk with employers wanting to hire apprentices
- 4) Develop talent pipeline with area entities
(High Schools, local WIOAs, etc.)
- 5) Admission criteria: apprentice must pass placement test
(read, write, and do math at college level)



MARKETING IDEAS: POTENTIAL APPRENTICES

- 1) Hold Monthly info sessions on Tuesdays 6 – 7:30 PM
- 2) Attend activities in High Schools (admissions)
- 3) Present info in classrooms at HS and at college
- 4) Email blast by Admissions to current college students
- 5) Work with your area WIOA specialists to identify those individuals interested in apprenticeships
- 6) Target card mailers to veterans and others



MARKETING IDEAS: EMPLOYER PARTNERS

- 1) 2 Business Info Breakfasts per year (May & October)
- 2) Attend activities held by area Business Associations
- 3) Target card mailers to employers in district
- 4) Provide Apprenticeships tables at events (selective)
- 5) Hire part-time consultants to go out & meet employers
- 6) Hold targeted employer group information sessions



HARPER: 5 RA PROGRAMS

- 1) Industrial Maintenance Mechanic
- 2) CNC Precision Machining
- 3) Supply Chain Management
- 4) General Insurance (Claims and Underwriters)
- 5) Cyber Security



What is Harper's Obligation?

- 1) Provide experienced qualified faculty
- 2) Provide new equipment for apprentice to use
- 3) Current curriculum vetted by companies
- 4) National Credentials embedded in curriculum
- 5) Provide tutors, if needed, to help apprentices succeed
- 6) Academic coaches work with apprentices and employers
- 7) Coaches keep employers informed as to academic progress of their apprentice





Cost of Harper's RA Programs

Cost: \$15,000 for entire RA program
(billed through Corporate Training department)

- a) Includes tuition, books, and fees
- b) Total cost divided by each semester of RA program
- c) Graduation requires cumulative GPA of 2.0

The cost positions Harper RA initiative to be sustainable



HARPER OFFICE OF APPRENTICESHIP RESOURCES

- 1) Located in Workforce and Economic Development department
(more outward focused)
- 2) Dean is Champion with creative and energetic staff
- 3) Funding: 5 FT and 3 PT staff
 - a) Dean and Admin Assistant on Ed Fund
 - b) 3 FT staff Grant funded
 - c) 3 – 5 PT short-term consultants Grant funded

Some colleges have only 1 or 2 staff or others have more



HARPER IS AN RA PROGRAM SPONSOR

In January 2016, Harper became a Registered Apprenticeship Program Sponsor, group non-joint

Benefits:

- a) allows Harper to aggregate apprentices
- b) allows Harper to complete all DOL paperwork for employers which assists to build numbers of apprentices (good for college)
- c) Harper can write other RA programs as needed by employers



Harper Registered Apprenticeship Website

<http://harperapprenticeships.org/>

Phone: 847-925-6630

