HARPER COLLEGE TRANSITIONING FROM TAACCCT GRANTS TO REGISTERED APPRENTICES

Dr. Rebecca Lake, Dean
Harper College
Palatine, Illinois

November 2, 2017
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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
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
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
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
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
<table>
<thead>
<tr>
<th>Cohort 1 PM1</th>
<th>Harper College Apprenticeship Program Curriculum Map</th>
<th>3-year Program Aug 2015 – Mar 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAS Degree: Manufacturing Technology / Industrial Maintenance Mechanic</td>
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### Fall Credits

<table>
<thead>
<tr>
<th>2015 = 11 credits</th>
<th>2016 = 9 credits</th>
<th>2017 = 11 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MFT 102 Intro to Mfg. &amp; Safety 4 cr.</td>
<td>MFT130 Machining Blueprints 1 cr.</td>
<td>MFT 123 Intro to CNC Machining 3 cr.</td>
</tr>
<tr>
<td>ELT 110 Intro to Electronics 4 cr.</td>
<td>ELT120 Intro to Industrial Electronics Maintenance 2 cr.</td>
<td>WLD 110 Welding I 3 cr.</td>
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<tr>
<td>MTH 097 Technical Math (Gen Ed) 3 cr.</td>
<td>MFT 108 Manufacturing Processes 3 cr.</td>
<td>ELT 145 Variable Frequency Drives 2 cr.</td>
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<tr>
<td>SPE 101 Speech (Gen Ed) 3 cr.</td>
<td>SOC 101 Intro to Sociology (Gen Ed) 3 cr.</td>
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- **Start:** 8/24/15  
- **End 8 wks:** 10/16/15

### Spring Credits

<table>
<thead>
<tr>
<th>2016 = 11 credits</th>
<th>2017 = 8 credits</th>
<th>2018 = 10 credits</th>
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<tbody>
<tr>
<td>MFT 105 Machining Processes I 4 cr.</td>
<td>MFT 120 Machining Processes II 3 cr.</td>
<td>WLD 210 Welding II 3 cr.</td>
</tr>
<tr>
<td>MNT 111 Prints &amp; Schematics 2 cr.</td>
<td>PHI 150 Business Ethics (Gen Ed) 3 cr.</td>
<td>PSC 270 Global Politics (Gen Ed) 3 cr.</td>
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<tr>
<td>ENG 101 English (Gen Ed) 3 cr.</td>
<td>ICATT students take Midpoint Test for DIHK Global Portable Credential</td>
<td>ICATT students take Final Test for DIHK Global Portable Credential</td>
</tr>
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</table>

- **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

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<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<td>8-9:00</td>
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</tbody>
</table>
| 9-10:00    | MFT 102  
Introduction to Manufacturing and Safety | MFT 102  
Introduction to Manufacturing and Safety | MFT 104  
Quality & Measurement  
9 AM to 1:45 PM  
10 AM - 12:40 PM  
H-192  
Stephen Agajanian  
CRN 37141 | MFT 104  
Introduction to Manufacturing and Safety  
9 AM to 1:45 PM  
H-192  
Lisa Smith  
CRN 36888 | Study Time  
Student coaching  
9:30AM |
| 10-11:00   | 9 AM to 1:45 PM  
H-192  
Lisa Smith  
(built in lunch hr)  
CRN 36888 | 10 AM - 12:40 PM  
H-192  
Stephen Agajanian  
CRN 37141 | MFT 104  
Introduction to Manufacturing and Safety  
9 AM to 1:45 PM  
H-192  
Lisa Smith  
CRN 36888 |                                             | Study Time  
Study Time  
10 AM to 3:00 PM |
| 11-12:00 noon |                              |                                              |                                             |                                              |                                              |
| 12-1:00 p.m. | MNT 111  
2:00 PM - 4:30 PM  
H-248  
Steve Ritch  
CRN 37130 | MTH 097  
Basic Technical Mathematics  
2:30 to 5:10 PM  
H-251  
Eva Rudzinski  
CRN 36891 | MNT 111  
2:00 PM - 4:30 PM  
H-248  
Steve Ritch  
CRN 37130 | MTH 097  
Basic Technical Mathematics  
2:30 to 5:10 PM  
H-251  
Eva Rudzinski  
CRN 36891 |                                              |
| 1-2:00     |                                             |                                              |                                             |                                              |                                              |
| 2-3:00     |                                             | MTH 097  
Basic Technical Mathematics  
2:30 to 5:10 PM  
H-251  
Eva Rudzinski  
CRN 36891 |                                             |                                              |                                              |
| 3-4:00     |                                             |                                              |                                             |                                              |                                              |
| 4-5:00     |                                             |                                              |                                             |                                              |                                              |
| 5-6:00     |                                             |                                              | *Study Time in evenings & weekends as needed |                                              |                                              |
## 12 WEEK SCHEDULE

<table>
<thead>
<tr>
<th>Harper College Apprenticeship Program</th>
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<tbody>
<tr>
<td><strong>PI 1 - Insurance - Fall 2017</strong></td>
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<td>8/21/17 - 11/10/17</td>
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<tr>
<td>9-10:00</td>
<td>MGT 218 Intro to Finance</td>
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<td>INS 220 Personal Insurance</td>
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<td>9 AM - 12 PM</td>
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<td>W-202</td>
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<td>X-210</td>
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<tr>
<td></td>
<td>George Mochocki</td>
<td></td>
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<td>Ildiko Schultz</td>
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<td>CRN 36877</td>
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<td>CRN 36771</td>
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<td>1-2:00</td>
<td>ECO 212 Macroeconomics</td>
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<td>PHI 150 Business Ethics</td>
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<td>1 PM - 4 PM</td>
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<td>*Study Time in evenings &amp; weekends as needed</td>
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*Note: 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
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