

ITP Advisory Council Meeting
Thursday, September 20, 2007
11:00am – 1:00pm
Community Education Center
Holbrook AZ

Present: Peggy Belknap – Dean of Workforce Development
Kathy McPherson – Secretary to Dean of Workforce Development
Kenny Keith – NPC ITP Faculty and Coordinator
William Baldwin - NAVIT Student
Brian Merrill – NAVIT
David Hansen – NPC Business and Industry Training
Paul Clark – New ITP Faculty
Don Softly –APS
Bob Martineau – APS
Rosa Lee Jaquez – APS
Michelle Stuart – APS
Ron Squire – NPC
Karalea Kowren – NPC

I. Welcome and Introductions

Peggy welcomed the group to the meeting and said how important the advisory group is. She introduced Paul Clark to the group; he is the new ITP Faculty. Peggy asked Paul to give the group his power plant background. Peggy asked that we go around the table and for everyone to introduce themselves and give their background.

Power Plant Fundamentals

- Minutes from the last meeting May 31, 2007 were reviewed and approved with no changes.
- The program name change was discussed – Peggy asked the group to look at the hand-out on the name change and make sure everything was correct – everyone agreed.
- Enrollment was discussed – Kenny gave the group a spreadsheet to show the difference in enrollment from 2006 to 2007. He stated that the program is doing well and that enrollment is up. Kenny said that he has noticed that students will enroll in ITP 210 and then do not enroll in ITP 211; he said he plans to call the students to see why they did not enroll in 211.

- Peggy gave the group a data sheet that Nettie Klinger – NPC’s Director of Institutional Research did for ITP. It showed the number of students for fall 2005 – 2006 and fall 2006; spring 2007. It was broken down by gender, ethnicity, duplicated, unduplicated, and grades. Kenny said that we should track how many students declared degrees. Rosa Lee said it should also include completing sequences of classes by individuals so that we could track if a student takes more than one class in the program. Karalea stated that she would like to see how many students are using financial aid and how many have to pay tuition themselves – that may explain why some students do not continue in the program. David asked where the students are coming from – how many are NAVIT students. Peggy stated that we know how many NAVIT students we have; Kenny did not include that number in the enrollment spreadsheet that he gave out. It was stated that the majority of students of the students are paying tuition themselves and have full-time jobs. Karalea said that she does not think the advisors are well informed on the program, she thinks they need to be more informed; Peggy said that we could be put on the advisors meeting agenda to give them the information on the program.
- Peggy talked about the male to female ratio – is it an issue with industry? Rosa Lee said that Michelle and Dan Nicholas were going to start going to the schools and informing female students about the program – that females can be welders and electricians. Peggy said she would like to hear from the group ideas about targeting more females and also addressing ethnicity – Rosa Lee stated that had just made a job offer to a female who completed the program – maybe she would be a spokesperson for female students. Don Softly stated that one of his first students was a female and she was hired by SRP, he also said that female students learn from a young age not to get dirty; and that the schools gear females for home economics and typing.
- It was stated that we need to know how many students have received job offers after completing the program. Ron Squire said that at another advisory meeting they had discussed NPC creating a form to send to former students to see if they had received a job offer since completing any CT program.
- Ron asked Kenny about the students who have failed the program; Kenny said there was only one. Bob stated that the program is a lot of work. He does not know why some students do not come back; and that some students do not realize that they have to do lab work at the plants in conjunction with the course work on the internet.

- Bob Martineau talked about the job shadowing program at APS. It is almost set-up. The student will not be allowed to do anything or touch anything – they will just observe an APS employee. Peggy stated that every 30 hours a student is there they can earn one college credit. (ITP 199 Internship). Peggy stated to Kenny that we need to add to the comments on the class forms that job shadowing can occur Monday thru Sunday. Bob also talked about the apprenticeship program – it has to be approved by the state. NCCER was also discussed; they are not set-up for online coursework – but they are heading in that direction. Students are aware of the national certification they will receive.
- Ron Squire talked about Carl Perkins; he told the group that the new welding equipment is now being used at all three welding locations. He said that certain criteria need to be met to receive a Carl Perkins Grant. He said he has set aside a small pool of money for staff retention.

II. Updates

- Kenny stated to the group that he had a student who was offered a job with a power plant in Colorado; the plant was familiar with our program.
- Rosa Lee stated that ten students have been offered jobs with APS. She said that the clerical intern position being offered is still open; they have had no luck in filling it.
- Brian Merrill stated that NAVIT is working with the college on programs.
- Karalea said she is working with industry to expand what Apache County does.
- Peggy discussed the grant they applied for last year; they did not receive it; \$2 million dollars is the cap. They only had three weeks to put it together. They wanted to go after a grant again this year for a mobile unit that would provide skilled training for the power industry, and industry could use it for continuing education for their employees. Higher level training needs to happen; we need faculty and facilities. Peggy sent out an email asking the power plants for recommendations to be sent to her by September 7, 2007. She stated that she did not get the support that she needed; she had only heard back from TEP. The grant is due by October 10th; Peggy stated that if everyone showed support the grant could be written; the college has already approved a grant writer for this project. Peggy said that she would need support

from the power plants and the unions. Peggy gave the group an abstract of the grant so they could review it. Peggy stated to the group that Dr. Swarthout is 100% in support of the grant. Peggy asked the group to please read the draft and to email her if they could support it.

- Peggy informed the group about the NPC Foundation Auction taking place on September 29th.

Future Meeting

- The next meeting is November 15, 2007 Community Education Center; 2251 Navajo Blvd. Holbrook AZ from 11am -1pm.

III. Adjournment

Thank you for attending!