



Apprenticeship Programs

**WHAT COMMUNITY COLLEGES NEED TO DO TO BECOME
SPONSORS OF REGISTERED APPRENTICESHIPS PROGRAMS**

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February 9, 2017



TOPICS in this Webinar

- 1) What is a Registered Apprenticeship (RA) program
- 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



WHAT IS AN APPRENTICESHIP PROGRAM?

A proven program that ensures a quality education by combining a company's on-the-job training with related classroom instruction, to prepare the student-apprentice for for a high-demand career.

*Apprentices **Earn** a salary, work with an employer designated mentor, while attending Harper College to **Learn** a specific career.*



ARE APPRENTICESHIP PROGRAMS ALL ALIKE?

No, programs are NOT all alike.

Three common types of apprenticeship programs.
Colleges can easily work with all types.



THREE TYPES OF APPRENTICESHIP PROGRAMS

- 1) Generic apprenticeship – Company hires a person, pays for classes at any training facility and provides On-the-Job Training (OJT) and calls it an apprenticeship
- 2) Company is the sponsor for an approved Registered Apprenticeship (RA) program
- 3) College (and University) sponsors one or more Registered Apprenticeship (RA) programs



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 RA credential awarded by DOL Office of Apprenticeships



STATE CONTACTS FOR APPRENTICESHIPS

States can either belong to the broader Federal Apprenticeship (OA) system, or they can 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
- 2) Students starting their careers 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



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) Build crucial relationships with employers



DECIDING TO OFFER RA PROGRAMS

Need 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 to 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 have this CTE curriculum (AAS degree) or do 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 SAA) to let them know you are working on this and will need assistance with paperwork



RA CURRICULUM PREPARATIONS

- 1) Dovetail with current AAS degree CTE program
- 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



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



MARKETING IDEAS: POTENTIAL APPRENTICES

- 1) Hold monthly info sessions on Tuesdays 6 to 7:30 PM
- 2) Attend activities in High Schools
- 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) Two 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: 4 RA PROGRAMS

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



CURRENT HARPER RA COHORTS



Manufacturing Cohorts 1 & 2



General Insurance Cohort 1



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) Coaches to work with apprentices and employers
- 7) Coaches keep employers informed as to academic progress of their apprentice



HARPER RA PROGRAM BRIEF DETAILS

Industrial Maintenance Mechanic & CNC Precision Machining

- a) 3 year program design
- b) 8 weeks full time (Fall and Spring)

General Insurance & Supply Chain Management

- a) 2 to 2 ½ year program design
- b) 12 week semesters (Fall, Spring, and Summer)
- c) Day and Evening (Fast Track modality) courses





COST OF HARPER'S RA PROGRAMS

Cost: \$15,000 for entire RA program

(billed through Corporate Training department)

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

Positions Harper RA initiative to be sustainable in the long run.



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 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:

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



Interesting information:

- 1) Currently writing 4 more RA programs
- 2) As of January 2017, have 51 apprentice, expect to double this number by Fall 2017
- 3) Have 14 employers, expect to double number by Fall 2017
- 4) Will put Train-the-Trainer videos and booklet up on website by Fall 2017



Harper Registered Apprenticeship Website

<http://harperapprenticeships.org/>

Phone: 847-925-6630

