

# KVCC ELT Advisory Board Minutes

June 25, 2020

**Present:** Tracy Labadie, Tom Keena, Greg Meeuwsen, Bill Wangler, Mike Pruis, Ron Searles, Kim Kohlhoff, Diane Long, Kaj Carlson, Kevin Brewster

**Meeting Time:** Phone Calls to Advisory members due to Pandemic.

## Points of Discussion

1. Add "ELT 104 Instrumentation 1" course on-line starting 2021. This fills a basic introductory need for the subject of Instrumentation offered in Apprenticeship Programs, the Electrical Control Certificate, and the AAS Degree Program. This also helps with a substitute for ELT 103 because ELT 103 is offered only in the W/S semester.  
In previous meetings, Steve Mahler brought up the need for Instrumentation courses, and representatives from several contractors such as Buist and Esper agreed. The ELT Program will run the first Instrumentation class on-line. Steve and Pfizer can help direct this process of Curriculum and equipment needs. Kim asked how this course would fit into the apprenticeships. Currently it will be offered as an Electrical choice or elective depending on their Apprenticeship agreements. LaJoyce will help direct this process. All involved agreed this is a great option.
2. Course & Curriculum changes:
  - a. General restructuring of ELT offerings. Also, rename some courses so students do not take them out of order. Did not change content.
  - b. Three classes offered on-line: ELT 100 Basic Electricity, ELT 120 Electrical Machines, and ELT 218 AC Drives. Kim mentioned this might be a good option for Apprentices who are traveling.
  - c. Restructure some electives and general education classes.
    - i. Move EDMT 102 into elective category. (Does not affect Apprenticeship agreements)
    - ii. Add WELD 120 Basic Welding for AAS Degree elective. (Could be a choice for Apprenticeship agreements)
  - d. Kaj suggested adding a lab module on Cad welding for the ELT 215 Commercial Wiring course.
3. Journeyman Prep test practice. There was a discussion last meeting about creating a practice test for the Apprentices to take. A practice Test software program is now available on the Lab Computers for the students to utilize. This practice test software helps prepare the apprentices better with time management, test anxiety, general NEC knowledge and feedback. In addition, more National Electrical Code questions and tests have been added to several courses. The actual process of applying for and taking the exam is covered in our code course now.
4. Diane Long's business is helping companies meet their Apprenticeship needs.
5. All parties listed supported the changes.
6. Next meeting tentative date of Thursday October 15<sup>th</sup>, 2020, @ 3pm room 5725

Minutes submitted by Tom Keena