**Worker Retraining Advisory Committee Meeting**

**Jan 17, 2014**

**Clark College, BHL 109**

**In Attendance:**

Armetta Burney, Darcy Altizer, Darla Utter, Dedra Daehn, Genevieve Howard, Jennifer Dahl, Kimberly Pincheira, Mark Maggiora, Michelle Thor, Rebecca Kleiva, Terri Kaufman,

**Absent:** Blake Bowers, Jill teVelde, Karen Driscoll, Norton Sweet, Rich Gibler, Tim Cook, Tim Foley

**Welcome**

Dedra Daehn, Director of Academic Services in Office of Instruction, welcomed everyone and thanked them for taking the time to serve on the Worker Retraining (WRT) Advisory Committee.

**Introductions**

Everyone introduced themselves and gave a brief account of their job duties.

**Election of chair and vice-chair –two-year term**

Chair (2 years): Darcy Altizer volunteered. The chair will run the meetings. There will be 2-3 meetings per year. Dedra will continue to do the agenda.

Vice Chair (2 years): Jennifer Dahl volunteered. The vice chair will step in when the chair is unavailable. The vice chair will become the chair in 2 yrs.

**Update on 2013-14 WRT program**

* **Current WRT students in CTE programs**

Most popular programs right now are Accounting, Supervisory Management, Mechatronics and Welding. Students can access any vocational degree that Clark offers, just not transfer degrees. A night Machining class was added last spring and a night Mechatronics class is in the works. Also added was a one year Mechatronics certificate.

* **Financial aid awarded to date**

Rebecca handed out a financial aid fact sheet stating the awards that have been given out for the 2013-14 academic year. Funds are almost depleted for spring qtr except for some Tuition Completion Aid (TCA) funds that are earmarked for students that have run out of financial aid but are at least 50% done with their program and have at least a 2.0 GPA.

* **Review priority of funding for students**

Priority funding should go to first quarter students without any other financial aid options first on a first come first served basis. All other students will be put on hold until the priority students have received their aid. Veterans have other funding sources so they are not included in the priority funding.

**Update on state level discussion – using WRT funds for BAS degrees**

Rebecca stated that WRT funds cannot be used for the development of BAS degrees. The funds can assist students if they can complete the program in 2 years, if it’s the best path for the student and is a high wage/high demand program.

Clark is currently offering a BAS in Dental Hygiene. This program is not eligible for WRT funds.

Clark is moving in the direction of a few more BAS degrees; possibly BAS of Business.

Dedra mentioned that Clark is working on Credit for Prior Learning (CPL). CPL is a way for people with experience to get their degree faster for less money. Staff has been hired to oversee CPL with a timeline of rolling out in fall qtr.

**Planning for committee work – draft 2014-2016 work plan**

We need to have a 2-year work plan. See attached 2014-16 Work Plan.

* **Survey Results from WRT Advisory Committee- Overview:** See WRT Advisory Committee Survey Results PowerPointattached.
* **Short-term training options that lead to employment:** See WA State Occupational Data attached.
* **High demand areas for Clark County-proposed areas to consider for targeted programs:** See Suggested Program Priorities for 2014 attached.
* **Review current definition of displaced homemakers and update**

Current definition of a displaced homemaker is one who has lost their primary source of income via divorced, widowed or separated. The person must self-certify that they are no longer self-sufficient to be eligible. Other schools and WorkSource require either tax documents or a divorce certificate to be eligible. WorkSource also requires a budget and a self-certification letter.

**Next Meetings**

Friday, March 21, 2014, 11:30am-1pm: Review new WRT grant guidelines and approve program mix for grant.