

LU 25 JAC & BHC
Contractual Cooperative Agreement
Apprenticeship Pipe Trades AAS and Certificate Degree Programs

This contractual/cooperative agreement is a joint effort between Black Hawk College (Illinois Community College District 503), henceforth known as "BHC" and the Pipe Trades Training Program Local 25, governed by the Joint Apprenticeship Committee of Eastern Iowa and Western Illinois, henceforth known as "LU 25 JAC." BHC and LU 25 JAC are collaborating in order to develop and offer an Associate of Applied Science (AAS) and certificate degree programs in Apprenticeship Pipe Trades (APT). The AAS degree curriculum for this program will include a total of sixty-five (65) credit hours consisting of fifteen (15) credit hours of general education courses and fifty (50) credit hours of technical core courses which make up the certificate and include classroom and occupational field training. LU 25 JAC and BHC will evaluate the Apprenticeship Pipe Trades Program in accordance with current practices and requirements of their mutual governing boards (e.g., BHC- Illinois Community College Board).

All instructors teaching courses with a PT prefix will be employees of LU 25 JAC; however, the entities (i.e., LU 25 JAC and BHC) will jointly review and approve instructors utilized in the Apprenticeship Pipe Trades training program. In order to be approved by BHC and LU 25 JAC, each employee must meet the educational, work experience standards, and other hiring guidelines required of BHC and LU 25 JAC,

except as otherwise provided in this Agreement. General education courses and other needed courses will be taught by instructors employed by BHC. The occupational field training courses will be under the direction of Building Trades Journeyman (BTJ) on the job. Recognizing that BHC shall have no role in the selection or supervision of and shall not employ the BTJ, BHC and LU 25 JAC agree that BHC shall not be responsible for any harm that may occur to any individual during or as a result of the occupational field training courses.

BHC and LU 25 JAC agree that applicants selected for the program must meet requirements based on standards that are registered by the Bureau of Apprenticeship and Training (Department of Labor), which are as follows:

- 1) Applicant must document being a high school graduate or having a GED at the time of the application period. Applicants may also provide information on military transfer or discharge by submitting Form DD-214, if applicable.
- 2) Applicant must be at least seventeen (17) years of age to apply and eighteen (18) years old, at the time the apprenticeship begins (applicant may provide evidence of age by submitting a birth certificate or other such document of proof);
- 3) Applicant must have evidence of a qualifying grade on an aptitude test as prescribed in the registered standards when required. These standards encompass BHC admission requirements and LU 25 JAC eligibility requirements;
- 4) Appear for interview when notified;
- 5) Applicant must be capable of performing the work of the trade; and
- 6) Before employment and acceptance into the apprenticeship program, all applicants will be required to successfully pass a drug test.

The recruitment, selection, employment and training of apprentices during their apprenticeship, shall be without discrimination because of race, color, religion, national origin, sex or age – except the applicant must be at least 17 years of age to apply and 18 years of age by the beginning of the apprenticeship. Neither BHC nor the LU 25 JAC will discriminate against a qualified individual with a disability because of the disability of such individual. The College and LU 25 JAC will take affirmative action to provide equal opportunity in apprenticeship and will operate this apprenticeship program as required under all applicable law and lawful regulations. Students in the Apprenticeship Pipe Trades will abide by the codes of conduct as specified in the current Black Hawk College and LU 25 JAC student/apprentice handbooks. BHC maintains an open door admission policy that provides access to higher education for those individuals who may wish to benefit from its programs and courses.

To receive these credits, an apprentice must apply to become a student at Black Hawk College and coordinate enrollment through the LU 25 Training Coordinator and the BHC Office of Enrollment Services. The apprentice applying for the credit must be a previously or currently enrolled apprentice in good standing with BHC, The United Association of North America and Canada, Plumbers and Pipefitters Local Union 25, and the JAC. The BHC Office of Enrollment Services will require a copy of the Department of Labor apprenticeship completion certificate at the end of apprenticeship training.

This certificate must indicate the apprentice's name and date of APT completion; it must be accompanied by a letter signed by an official/coordinator of the LU 25 JAC, and be mailed by LU 25 JAC to the BHC Office of Enrollment Services on behalf of the apprentice/student. Application for credit may also be completed yearly at a jointly held

advising/enrollment meeting with LU 25 JAC and BHC.

The request to obtain credit for those who finished the LU25 JAC program five years previous to the signed agreement must provide BHC and LU25 JAC with verification of date done as noted on the certificate of completion. (Exceptions to the aforementioned time frame may be made at the discretion of BHC and LU 25 JAC pending the review of a requester's documentation of his/her training records). If needed for some reason to facilitate the articulation process, BHC may request from LU 25 JAC the documented reports or tracking records of a particular apprentice as further proof of program completion.

The credits will be recorded yearly by the BHC Office of Enrollment Services on the student's transcript in the APT courses (see Appendix A). Students may graduate with a certificate or an AAS. The Apprenticeship Pipe Trades Degree student will need to complete all of the requirements for an AAS degree. This includes the specified 15 - 18 semester hours of general education course work. For this degree, the general education component consists of the general education courses: English Composition I or II ; Speech 101 and 114 or 175; Sociology 101 or Psychology 101; and CS 100, Introduction to Computers or a math/computer science course. Ideally, a student may wish to complete these courses concurrently with the five years at the Pipe Trades Training Center; however, they may be completed at any time according to the student's schedule. Students of the APT who wish to pursue the AAS Degree in Pipe Trades Apprenticeship will need to follow the normal enrollment, payment, financial aid, and graduation procedures and deadlines. These are published in the schedule of classes.

BHC and LU 25 JAC shall each designate a program coordinator or contact to facilitate communications between the parties, make recommendations, and resolve disputes concerning the operation of the program. The program coordinators or contacts shall not meet according to any regular schedule, but shall confer as necessary.

Each party shall insure against all losses and damages which are the result of, the fault or negligence of that party in the carrying out of its obligations and services pursuant to this agreement including general liability insurance. Each party shall provide the other party with a Certificate of Insurance showing that the necessary insurance coverage is in force and naming the other party to this agreement as an additional insured. Each party shall also provide the other party thirty (30) days written notice before such insurance is modified or canceled.

This agreement is made between Black Hawk College and LU 25 JAC on this 10th day of July, 2007. This agreement shall commence upon the date of execution of this agreement and shall automatically renew for one year on the anniversary date until such time as the agreement is terminated. This agreement may be terminated in whole or in part by either party giving a full sixty (60) days' notice in writing to the other party. Such notice shall be sent by certified mail, return receipt requested to the address of the respected parties listed below. However, such termination shall not take effect with regard to students already enrolled, until such time as those students have completed their respective course work.

This agreement is understood and cooperatively agreed to by:

<i>Patrick S. Tracy</i> 7/10/07	<i>Keith Miller</i> 7/10/07
Administrator for LU 25 JAC	Dr. Keith Miller
Date	Date
	President, Black Hawk College

Larry Decker 7/10/07

Jeff Davis 7/10/07

John Decker 7-31-07

Steve Jan 7-31-07

Quinn Gene 7/31/07

Kerry W. Cap 8/8/07

John O. Pearson 8-22-07

Appendix A

Student Information Sheet Apprenticeship Pipe Trades AAS Degree and Certificate

An Apprenticeship Pipe Trades AAS Degree program and certificate have been jointly developed with Black Hawk College. This program will allow those who successfully complete the five-year Pipe Trades Apprenticeship training offered by the Joint Apprenticeship Committee of Eastern Iowa & Western Illinois to apply earned credits towards an Associate degree or certificate from Black Hawk College. In addition to successfully completing the apprenticeship training, those wishing to earn the Associate degree are required to complete a group of courses at Black Hawk College (or their equivalent) and meet the following requirements.

1. Be a registered student at Black Hawk College (i.e. go through admissions process)
2. Complete standard graduation procedures (including the filing of an "Intent to Graduate" form)

Description of Program

BHC Apprenticeship Pipe Trades AAS Degree Course Requirements			Credit earned from apprenticeship training through contractual cooperative agreement
Course #	Course Title	Sem. Hrs.	
PT 111	Heritage I	1	
PT 112	Basic Pipe Trades Concepts	2	
PT 113	Industrial Safety	1	
PT 114	Math I	2	
PT 115	Pipe Trades Technology I	3	
			1 st Year Classes (9 credit hrs.)
PT 121	Pipe Trades Technology II	3	
PT 122	Scientific Principles	1	
PT 123	Human Relations	1	
PT 124	Welding Techniques I	2	
PT 125	Math II	2	
			2 nd Year Classes (9 hrs.)
PT 231	Pipe Trades Technology III	3	
PT 232	Welding Techniques II	2	
PT 233	Math III	2	
PT 113	Industrial Safety	1	
			3 rd Year Classes (8 hrs.)
PT 240	Pipe Trades Technology IV	3	
PT 241	Medical Gas Installation	1	
PT 242	Welding Techniques III	3	
PT 243	Math IV	2	
PT 244	Heritage II	1	
			4 th Year Classes (10 hrs.)
PT 249	Welding Techniques IV	3	
PT 250	Pipe Trades Technology V	2	
PT 251	Certification Seminar	3	
PT 113	Industrial Safety	1	
			5 th Year Classes (9 hrs.)

Course #	Course Title	Sem Hrs.	
PT 116	Occupational Field Training	1	Documented on-the-job time. Union will document and track a minimum of 8,500 hours total (1,700 hrs/yr. for 5 years).
PT 126	Occupational Field Training	1	
PT 236	Occupational Field Training	1	
PT 246	Occupational Field Training	1	
PT 256	Occupational Field Training	1	
		Total: 5 semester hours	Semester Hrs. Articulated 5
		Total Certificate Hours:	50
Black Hawk College General Education Components			
Course #	Course Title	Sem Hrs	
CS 100	Intro. to Computers – or – Math/Computer Science	3	
SOC 101	Principles of Sociology – or –		
PSY 101	Principles of Psychology	3	
ENG 101	Composition I – or –		
ENG 102	Composition II	3	
SPEC 101	Principles of Speech Communication	3	
SPEC 114	Interpersonal Communication – or –		
SPEC 175	Intercultural Communication	3	
		Total: 15	
		Total AAS program Credit Hours:	65

Pre- or Co-requisite requirements

Before any student can participate in the Apprenticeship Pipe Trades program, he or she must be accepted as an approved apprentice/journeyperson in the pipe trades.