



**IBEW NJATC/
Quad City Electrical Training Center
Black Hawk College**

Contractual Cooperative Agreement

**Apprenticeship Electrical Construction Journeyman
AAS and Certificate Programs**

This contractual/cooperative agreement is a joint effort between Black Hawk College (Illinois Community College District 503), henceforth known as "BHC" and the International Brotherhood of Electrical Workers (IBEW) National Joint Apprenticeship & Training Program, represented by the Quad City Electrical Training Center. BHC and Quad City Electrical Training Center are collaborating in order to develop and offer an Associate of Applied Science (AAS) Apprenticeship Electrical Construction Journeyman (AEC) degree and certificate program. The AAS degree curriculum for this program will include a total of sixty (60) credit hours consisting of fifteen (15) credit hours of general education courses and forty five (45) credit hours of technical core courses, which make up the certificate and include classroom and occupational field training. The Quad City Electrical Training Center and BHC will evaluate the Apprenticeship Electrical Construction Journeyman 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 an EC prefix will be employees of the Quad Cities Electrical Training Center; however, the entities (Quad City Electrical Training Center and BHC) will jointly review and approve instructors utilized in the

Apprenticeship Electrical Construction (AEC) journeyman training program. In order to be approved by BHC and the Quad City Electrical Training Center, each employee must meet the educational, work experience standards, and other hiring guidelines required of BHC and the Quad City Electrical Training Center 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 the Quad City Electrical Training Center or on the job. Recognizing that BHC shall have no role in the selection or supervision of and shall not employ these Journeyman, BHC and the Quad City Electrical Training Center 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 the Quad City Electrical Training Center 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 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 Quad City Electrical Training Center 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 Quad City Electrical Training Center will discriminate against a qualified individual with a disability because of the disability of such individual. The College and the Training Center 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 Electrical Construction Journeyman associate degree program or the certificate program will abide by the codes of conduct as specified in the current Black Hawk College and Quad City Electrical Training Center 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 Quad City Electrical

Training Center training director 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 and the Quad City Electrical Training Center. 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 AEC completion; it must be accompanied by a letter signed by an official/coordinator of the Quad City Electrical Training Center and be mailed by the Training Center 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 the Quad City Electrical Training Center and BHC.

The request to obtain credit for those who finished the Quad City Electrical Training Center program five years previous to the signed agreement must provide BHC and the Training Center with verification of date completed as noted on the certificate of completion. (Exceptions to the aforementioned time frame may be made at the discretion of BHC and the Training Center pending the review of a requester's documentation of his/her training records). If needed for some reason to facilitate the instructional processes, BHC may request from the Quad City Electrical Training Center 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 AEC courses (see Appendix A). Students may graduate with a certificate or an AAS. The Apprenticeship Electrical Construction Journeyman degree

student will need to complete all of the requirements for an AAS degree. This includes the specified 15 semester hours of general education course work. For this degree, the general education component consists of the general education courses: English Comp. I or ENG 132 Technical Writing, Speech 101 and SPEC 114 Interpersonal Communication or SPEC 175 Intercultural Communication, Psychology 101 Principles of Psychology or SOC 101 Principles of Sociology, 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 Quad City Electrical Training Center; however, they may be completed at any time according to the student's schedule. Students of the AEC who wish to pursue the Electrical Journeyman AAS Degree will need to follow the normal enrollment, payment, financial aid, and graduation procedures and deadlines. These are published in the schedule of classes.

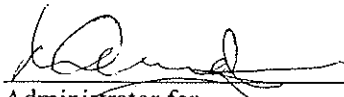
BHC and the Quad City Electrical Training Center shall each designate a program coordinator or contact to facilitate communications between the parties, make recommendations, and resolve disputes concerning the operation of the program. The program coordinators or contacts shall not meet according to 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 coverages are 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.

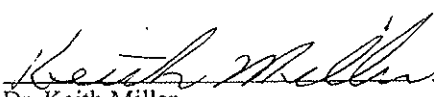
This agreement is made between Black Hawk College and the Quad City Electrical Training Center on this 18th day of June 2008. This agreement shall commence upon the date of execution of this agreement and shall automatically renew for one year on the anniversary date until such time as the agreement 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:



Administrator for
Quad City Electrical
Training Center

6/18/08
Date



Dr. Keith Miller
President, Black Hawk College

6/18/08
Date

Appendix A

Student Information Sheet

Apprenticeship Electrical Construction Journeyman AAS Degree and Certificate

An Apprenticeship Electrical Construction Journeyman AAS Degree program and certificate have been jointly developed with Black Hawk College and the Quad City Electrical Training Center. This program will allow those who successfully complete the five-year IBEW Apprenticeship training sanctioned by the National Joint Apprenticeship & Training Program committee and offered by the Quad City Electrical Training Center to apply earned credits towards an Associate in Applied Science 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 Electrical Construction AAS Degree Course Requirements			Credit earned from apprenticeship Training thru articulation agreement
Course #	Course Title	Sem. Hrs.	
EC 110	IBEW Apprenticeship I	4	
EC 111	OSHA 10-Hr Safety Training	1	
EC 115	IBEW Apprenticeship II	4	
EC 116	Life Skills: Attitude/Ethics	1	
			1 st Year Classes (10 credit hrs.)
EC 120	IBEW Apprenticeship III	4	
EC 121	Basic Welding	1	
EC 125	IBEW Apprenticeship IV	4	
			2 nd Year Classes (9 hrs.)
EC 230	IBEW Apprenticeship V	4	
EC 235	IBEW Apprenticeship VI	4	
			3 rd Year Classes (8 hrs.)
EC 240	IBEW Apprenticeship VII	4	
EC 245	IBEW Apprenticeship VIII	4	
EC 246	OSHA 30-Hour Safety Training	2	
			4 th Year Classes (10 hrs.)
EC 250	IBEW Apprenticeship IX	4	
EC 255	IBEW Apprenticeship X	4	
			5 th Year Classes (8hrs.)
Total Certificate Hours:			45

Black Hawk College General Education Components

Course #	Course Title	Sem Hrs
CS 100	Intro. to Computers – or – AAS Degree Math Elective	3
SOC 101	Principles of Sociology – or –	
PSY 101	Principles of Psychology	3
ENG 101	English Composition I – or –	
ENG 132	Technical Writing	3
SPEC 101	Principles of Speech Communication	3
SPEC 114	Interpersonal Communication – or –	
SPEC 175	Intercultural Communication	3
Total:		15
<u>Total AAS program credit hours:</u>		60

Pre- or Co-requisite requirements

Before any student can participate in the Apprenticeship Electrical Construction Journeyman program, he or she must be accepted as an approved apprentice/journeyman in the IBEW.