



TO: Members of the House Commerce and Economic Development Committee
FM: William Lucci, Assistant Director, Adult Technical Education
DT: February 4, 2015
RE: Adult and Continuing Education Program Summary for the Fall-Winter Term

I am pleased to provide you with a status report for education and training initiatives that have been offered through the Adult and Continuing Education office for the semester that concluded on December 18, 2014.

Should any member of the House Committee have any questions about the information contained in this report they should contact me directly at (802) 770-1032.

Licensed Nurse Assistant Program

We had a strong enrollment of students for both the autumn day and evening sections of this Allied Health program for adult students. We are the only LNA program in the state that also requires its students to complete a 24-hour online communication course—*Keys to Effective Communication*—in order to graduate from our training program.

Vermont Works for Women-STC Manufacturing/CDL Initiative

Stafford Technical Center ATE and Vermont Works for Women have partnered with General Electric Aviation, Ellison Surface Technologies, JP Carrara and Son, and the Vermont Office of Civil Rights and Labor Compliance to promote training for women interested in pursuing careers in either commercial driving or manufacturing. We have established this partnership with VWW to build upon the success of this organization in attracting women into non-traditional occupations in Chittenden County. Thus far, we have enrolled a total of four (4) women in our welding, maintenance technician, and CDL courses. VWW will be providing personal and career support services to these women during their training that will hopefully lead them to gainful employment in these fields once their training is complete.

MEDL 13: Phlebotomy Certificate Program

This program continues to be a favorite in the Stafford Technical Center ATE Allied Health Program menu of courses. There are currently sixteen (16) students enrolled in the autumn class, and we have already begun enrolling students for the winter semester that will begin in February. This course was developed in conjunction with the Continuing Education and Workforce Development division of Vermont Technical College and provides incumbent and aspiring healthcare professionals with the academic and professional training required to become certified phlebotomy technicians through the National Health Career Association.

MEDL 12: Medical Coding Certificate Program

This innovative comprehensive Allied Health program is now midway through its fourth year, having enrolled a total of fourteen (14) students who have been attending classes for six hours each week since September. Its hybrid curriculum delivers a total of five (5) non-credit modules beginning with an intensive Human Anatomy course instructed by RHS science teacher Anne Marie Mahar, and concludes with a professional on-site seminar hosted by Sarah Donaldson and her coding team at Rutland Regional Medical Center. Students who successfully complete all five modules in May will be provided an opportunity to sit for a national certification examination offered by the National Healthcare Association (NHA) to become a Certified Medical Coding and Billing Specialist.

General Electric-Vermont Technical College-Stafford Technical Center Toolmaker Apprenticeship Program

A cohort of fourteen (14) new students began their three-year program here at Stafford Technical Center in August, joining twenty-eight (28) second and third year apprentices in a program that is a cooperative effort between General Electric Aviation, the Continuing Education and Workforce Development division of Vermont Technical College, and the Adult and Continuing Education Program at Stafford Technical Center. Students are enrolled in courses that meet four (4) days each week for the entire calendar year. Students enrolled in this program can earn the Associate of Applied Science (AAS) degree from Vermont Technical College.

Castle Worldwide Certification Testing and ed2go Online Courses

As one of only two official test sites in northern New England for Castle Worldwide Testing, we continue to provide Internet-based professional certification and licensing test services to numerous professionals in our region. Since the start of our school year we have provided these services to working adults who hope to earn board-certified licensure as Family Nurse Practitioners, ACE Athletic Trainers, a Nurse Midwife, Occupational Therapists, and Rehabilitation Nurses. For example, we recently had a “full house” in October when we provided services to eight health care professionals hoping to earn their BAS Oncology Pharmacy certification.

Our partnership with Cengage Learning and ed2go--the world’s largest provider of online, non-credit courses continues to be a conduit for distance learners in the Rutland area. Since the beginning of our fiscal year we have enrolled twenty-seven (27) students in educational courses that included GRE Preparation, Introduction to Quickbooks 2014, Teaching Smarter with SMART Boards, Accounting Fundamentals, and Introduction to Flash CS5. This number represents a 22% increase over the same period last year. Nearly 300 classes are offered every month, with a typical course delivering twelve (12) lessons, over six weeks representing twenty-four hours of instruction. After successfully completing the class, students are able to download a certificate of completion for their employer or portfolio. This arm of our Adult and Continuing Education program provides an inexpensive and convenient option to adult students who want to master course material in a modality and on a schedule that does not conflict with other personal and professional responsibilities.

Department of Labor-Vermont Technical College-Stafford Technical Center Plumbing-Electrical Apprenticeship Program

The Vermont State Plumbing and Electrical Apprenticeship program is well into its sixth month, having seventy-two (72) plumbing and electrical apprentices enrolled in three (3) “live” Stafford-based sections. This program now includes a large section of the plumbing apprenticeship curriculum delivered via Vermont Interactive Technologies (VIT) in Rutland as well as at sites in other regions in our state. This apprenticeship program is offered through a partnership between the Vermont Department of Labor and Vermont Technical College. Apprentices enrolled in this four-year program attend classes two days per week from September-April at Stafford Technical Center.

Other Evening Division Classes

The fall semester officially concluded on December 18, 2014 with over eighty (80) students receiving on-site instruction in courses not already referenced in this report. These other courses include: Fundamental Computer Skills I and Fundamental Computer Skills II, Introduction to Welding Processes, SMAW Welding Level I, GMAW-FCAW Welding Level I, Small Engine Repair, Introduction to Industrial Maintenance, Indian Cooking, Introduction to the Digital and SLR Camera, and Writing Life Stories.

Stafford Driver Training School Commercial Drivers License A, B and Upgrade Programs

The enrollment and revenue for these programs offered at our satellite classroom and practice range in North Clarendon has risen 20% from last year. As this report is written there are fifteen (15) students enrolled in these programs with another five (5) registered and scheduled to begin between now and February 28, 2015. This number includes three (3) women who have received \$ 1,500.00 incentive scholarships from the Vermont Agency of Transportation-Office of Civil Rights to pursue a career as a professional truck driver. We have also been able to purchase a "newer" training vehicle for the program thanks to an ATE Program Development Grant that subsidized 85% of its cost. This MACK CH-600 dump truck provides our students with access to another tool that will make them better drivers for area employers.

Program Development Grant from the Vermont Department of Labor

A grant application for awards available to adult technical education programs offered through Vermont technical centers was approved by the Vermont Department of Labor and has already funded eleven (11) students through the *Stafford Supplemental Education and Training Grant*. This program is intended to provide financial assistance to adult students who are enrolled in career-based programs and whose VSAC Non-Degree Grant does not cover the full amount of the tuition and fees associated with enrollment in the Stafford Technical Center program or course. Thus far sixteen (16) students have accessed this funding to support enrollment in the LNA, CDL-B, phlebotomy, and welding courses since September 15, 2014.

Rutland Plywood Employee Outreach

Stafford Technical Center ATE staff attended the “final” staff meeting of the 139 employees from the Rutland Plywood Corporation who lost their jobs as a result of the devastating fire that closed the doors of this key Rutland employer. At this meeting employees learned about education and training options available to them through Stafford Technical Center as well as receiving assistance in completing applications for the VSAC Non-Degree Grant. As a result of this outreach effort, eight (8) employees enrolled in fall classes that will lead to employment opportunities in fields such as commercial driving, welding, LNA, and phlebotomy.

New England Culinary Institute-STC Partnership Launched

The first college-level class delivered in the Rutland area by the New England Culinary Institute officially concluded a class earlier this fall here at Stafford Technical Center. Six of the eight employer-sponsored students who began the COOK-15: Line Cook Training class received certificates of completion from NECI and Stafford Technical Center and are eligible to receive college credit for their work. Developed and marketed through a collaborative effort by local employers, NECI, and Stafford Technical Center plans are currently under way to pull together all of the principal players to offer a class that local employers indicate is much needed in their industry—COOK-16: Front of the House Professional Service. NECI leaders are also interested in delivering its series of day-long Harvest Deep Dive seminars for restaurant owners and managers in the Rutland-Killington-Okemo regions in late Spring, 2015 through Stafford Technical Center.

Commercial Driver’s License Training for Vermont Technical College Students

The Vermont Department of Motor Vehicles has given its approval for us to offer our CDL training program at Vermont Technical College beginning in May, 2015 for college students enrolled in the Diversified Agriculture, Dairy Farm Management Technology, and Diesel Power Technology programs. The classroom and practice range have been identified and approved, an accelerated training calendar is being designed, and negotiations are currently underway to designate an instructor from our staff to deliver the classroom and over-the-road components of our North Clarendon based training school in Randolph Center.

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