



**PROGRAM ADVISORY COMMITTEE
MEETING RECORD**

Advisory Committee Name		Human Services			
Date	March 13, 2008	Time Convened	3:40pm	Time Terminated	4:43pm
Location	Racine		Recorder	Roxie Hickman	
Advisors Present (include only dean and curriculum chair)		John Kidd, Focus; Cheryl Buckley, HALO; Marvin Brown, Professional Services Group; Deborah Reinemann-Instructor, Gateway Technical College; Ray Koukari-Associate Dean, Gateway Technical College;			
Advisors Absent		Dena Corey, Dick Kaufmann, Eric Rautenberg, James Huycke			
Guests (including all GTC staff except dean and curriculum chair)		Dennis Markus-Instructor, Gateway Technical College; Kevin McCray-Counselor, Gateway Technical College			

NOTE: New advisors must be given a membership form to be completed and returned to the dean for signature.

Please record advisors' comments, questions, and suggestions as completely as possible.

Topics	Information/discussion with advisors	Advisors' recommendations/ Items for college follow-up
1. Call to Order and Roll Call/Introductions 2. Approval of Minutes	1. Kidd called the meeting to order. 2. Minutes were approved as submitted.	
3. Advisors' Report—topics may include: a. Workforce Needs/ Trends	3. Kidd reported trends have changed due to funding. Counselors now have to focus on corrections as opposed to treatments. Reinemann asked about faith based initiatives and how they might affect trends. Kidd noted he had not seen much change, especially with Racine being a smaller city. Larger cities, such as Milwaukee, Kidd said received funding. These funds, he said, were used for counselor training. Kidd stated Racine's homeless population has grown tremendously. Kidd asked Buckley to comment on the amount of people in HALO who need treatment, but because of funding issue may not receive it. Buckley responded that 97% of people want to work. Some, due to various issues, including addiction and mental health, however, cannot work. Buckley said at least 50% of	



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<p>b. Technology/ Equipment Trends</p> <p>c. Certification, Licensure, and/or Regulatory Changes</p>	<p>the over 1000 people HALO sees ever year really want and a job are capable of working, but there are not many employment opportunities for them. Additionally, most of the available jobs are not living wage jobs. Currently, Buckley said, there are more men in the shelter than women. This will shift with warmer weather. Buckley said one dilemma is envisioning the future workplace and being able to match people with jobs which have yet to be created. Research, Reinemann said, indicates healthcare is a growing field. Reinemann said at a state called meeting discussion centered on training people to work in residential facilities with developmentally disabled people. Reinemann is not totally convinced of the need in that field. Markus stated with the low wages, he's not sure if students would want to pursue it either. Buckley asked if the Human Service program is involved in any way with the request for proposal (RFP) that will be issued for the upcoming I94 reconstruction project. The RFP is for job training. Markus stated he's not sure if there is a connection with I94 jobs and the Human Service program.</p> <p>Brown said he continues to direct people towards the resource manual he uses. The timeliness of advertising sometimes is a problem, he said, with people coming a week or two late after the deadline. To address this problem, Brown said, they have been trying to keep everyone, east and west of the I94, who is involved with setting up the resource manual on the same page. This takes constant communication. The resource manual has to be updated yearly; however, interval updates, regarding specific programs and trainings, need to be updated and dispersed in a timely manner. Quarterly updates posted in a specific area may be helpful. Reinemann offered to post a calendar of events for the Human Services Student Club.</p> <p>4b. No discussion.</p> <p>4c. Markus reported that AODA changes, as discussed at previous meetings, have been implemented. One change, Markus noted, is an oral exam is no longer required to be a certified alcohol and drug abuse counselor. Other requirements are to pass the ICRC, work experience, 360 hours of education from one provider (Gateway is considered a</p>	



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<p>d. Overall Industry Outlook/Direction</p> <p>e. Other specific topic assigned by the committee</p>	<p>provider), and to get the highest level of certification an Associate Degree in a related area is required. Markus, being very knowledgeable about the certification process, consults with and counsels students about the process. McCray noted there has been a considerable increase of students interested in AODA certification. Kidd stated a bill was recently passed to hold insurance companies accountable for substance abuse treatment. Markus said currently the AODA treatment population is underserved. Insurance caps treatment at six sessions. This has also hampered the earnings of private practice counselors.</p> <p>4d. Reinemann reported on a student who's doing their internship in corrections. Many clients in the facility have personality disorders; yet are being treated through cognitive therapy, which, she said does not work. Markus said in the AODA and Substance Abuse class about one third of the course covers personality disorders.</p> <p>McCray said students frequently ask what are starting job titles and wages. Buckley responded \$8.65 for staff advocate or site staff, \$11.00/hr for coordinator. Beyond that a Bachelor's is required, and most case managers, she said, start at \$30,000 to \$31,000 per year. The manager's position at HALO starts at \$40,000. Buckley, however, will consider personal and volunteer experience in lieu of a Bachelors for applicable positions. Brown agreed saying sometime these people are more marketable than new graduates.</p> <p>4e. Buckley asked if continuing education classes could be made available for people in the Human Services field. With the influx being made in the HS field, these types of classes could be helpful. Markus said the college does offer Abnormal Psychology, Mental Health and Substance Abuse; however, for people who already have a Counseling or Social Work degree, they probably will not learn anything new with regard to Mental Health in these classes. For people that are involved with Substance Abuse, Gateway offers courses they may not have been exposed to in their Bachelors or Masters program, such as Psychopharmacology and Family and Chemical Abuse. Kidd said some CEU courses are online. Markus said an annual six hour ethics training for Social Workers would probably attract many people. One problem,</p>	



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	<p>said Reinemann, is application has to be made to the NASW to be an official site, which can cost the college about \$300 per year. Reinemann suggested to Buckley that a workshop for unlicensed workers in the field might be more applicable, alleviating the need for approved workshops and CEUs. Possibly a workshop that would address specific issues of concern for them. Buckley agreed. Buckley said for those attending a Gateway sponsored workshop it may peak their interest in taking further Gateway Human Services courses. Buckley added that HALO, as an employee benefit, would be interested in helping their workers pay for any Gateway classes they would take as a result. Buckley would like to see her Associate Degree holding site staff be able to look at courses beyond the Associate Degree.</p>	
<p>4. College Report a. Follow-up to Past Advice/Items from Previous Meetings</p>	<p>4. Koukari went over the program's numbers for the year (a copy is included with the minutes). Koukari commented active enrollment numbers were positive for 2005-2007 school year; however, there was a drop in full time headcount, probably due to a program change he said. Possibly the cancellation of the summer session Reinemann said. Koukari stated there were discussions about the summer session. The problem, he said, is with funding. Financial aid students will only be funded for two full time semesters, not three. Overall trends are good, said Koukari</p> <p>Reinemann noted that graduate numbers continue to be low. Low graduation numbers could be attributed to students finding employment and delaying graduation. Another factor Reinemann said is when students, who choose to pursue their Bachelor through Upper Iowa, get to Field Experience and then find out Upper Iowa will not accept the credit. Consequently, they, opting to go to Upper Iowa, do not take the class; therefore do complete the Associate Degree program. Markus added for the AODA piece, some Gateway students already have a Bachelors, and are taking classes because they want to be SAC-ITs and were not planning to graduate anyway. Reinemann said some students get to the point of Field Experience, but just don't have the skills to successfully get through it. Markus noted many students are part time. The program is</p>	



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<p>b. Student Report (once per year by a current program student)</p> <p>c. Tour of Learning Environment (once per year, rotating locations if appropriate)</p> <p>d. Best practice presentation (as requested)</p>	<p>growing Koukari said, and Markus added that it is the largest Human Services program in the state. Reinemann reported on activities which had been started to increase retention, one of which was a mentoring program.</p> <p>4b. Reinemann reported on the Human Services Club. Community Awareness Day is planned for April 15th with Markus coordinating the event. Markus reported they are waiting for confirmation on agency participation. Pending Student Government's funding approval, a pizza lunch will be provided for participants. Agency feedback regarding the event is always positive. May 2nd, the Human Services Club is sponsoring the Spring Dance for adults with disabilities. Reinemann reported that Student of the Month is a new recognition program which started in September. Anyone who teaches a Human Service class can nominate a deserving student. The curriculum committee votes. The chosen student receives a certificate, a \$100.00 check, and a Gateway token. Reinemann said this has been an effective way to highlight successful students.</p>	
<p>5. Items for Discussion/ Recommendation</p> <p>a. Curriculum Modifications (if any)</p> <p>b. Learning Environment (once per year, coinciding with tour)</p> <p>c. Student Learning Plan (twice per year)</p> <p>d. Quality Review activities (spring semester)</p>	<p>5a. The curriculum committee has decided to poll students asking whether or not they would like a summer session, and if so, in what format.</p> <p>5d. Koukari passed around the Quality Review information and remarked</p>	



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	the goals indicated are being monitored over the next five years. Reinemann commented that the college has been quite low on many of the measures.	
6. Suggestions for Future Agenda Items	6. Buckley asked for an explanation of report measurement numbers.	
7. Determine action plan, if needed, for next meeting		
8. Scheduling of Next Meeting	Thursday, October 9, 2008 @ 3:30pm	
9. Adjournment	Meeting adjourned at 4:43pm	