


IICAWA MINUTES OF EDUCATION SUB-COMMITTEE MEETING

Venue	Challenger Institute – ACEPT Munster
Date	Monday 12 th April 2010
Time	4.30pm
Present	Todd Busby (TB) <i>Woodside Energy and Challenger Institute - ACEPT Campus</i> Mel Oliveri (MO) <i>Southern Cross Electrical</i> Travis Loveland (TL) Sarell Grobler (SG) <i>ITI Instrument Trainer</i> Ron McGrechen (RM) <i>Polytechnic West</i> Barry Lock (BL) <i>Polytechnic West</i> Emerson Lievens (EL) <i>CCI / Woodside Instrument/Electrical Apprentice</i>
1.0	Meeting Was Declared Open at 4.30pm TB – Opened the meeting
2.0	Apologies Allen Tighe (AT) <i>Seacove Systems</i> Kevin Barnes (KB) <i>KD Instruments</i> David Love (DL) - <i>EUPA Training Council</i> Stephen Elliot (SE) <i>Challenger Institute - Beaconsfield Campus</i> Hayley Gamble (HG) <i>CCI / Woodside Instrument/Electrical Apprentice</i> Patrick Cunningham (PC) <i>Curtin Kalgoorlie Instrumentation Trainer</i> Tushar Sen (TS) <i>Curtin University</i> Marius Scholtemeyer (MS) <i>Honeywell Automation College</i> Pat Tierney (PT) <i>Apprenticeships Australia</i> Ken Shuker (KS) <i>The Apprentice & Traineeship Company</i> – Retired due to work Wade Reynolds (WR) <i>CCI / Woodside Instrument/Electrical Apprentice</i> Bill Ramsay (BR) <i>Honeywell Instrumentation</i> Tyrone Fernando (TF) <i>UWA Instrumentation</i>
3.0	Minutes of Previous Meeting Minutes Reviewed March meeting minutes and see outcomes where required below.

3.1	Presentation
	Travis has only received some of information required and will leave presentation as is.
	Presentation will need to have voice over if not directly delivered. Can also have some of presentation in interview format / group discussion
	ACTION: TL to finalise presentation and send to MO this week.
3.2	Current Students Skill Levels
	General agreement that the current training format for students is lacking depth.
	DL provided update of EUPA proposal to introduce a straight Instrument trade here in WA. In short this will result in a Cert III trade in Instrumentation so companies do not have to enrol as E and I.
	ACTION: DL away for work, will update progress next meeting
3.3	Education Web-Page
	Travis has made contact with IICA and presentation/contacts/minutes will live on the IICA web site. http://www.iica.org.au/info/education/
	ACTION: TB to re-contact IICA secretary and start getting information onto web page
3.4	Budget
	Mel proposed budget to submit to IICA Federal and State Level Agreed by all.
	ACTION: MO to submit to IICA WA Committee / Federal for approval
3.5	Giveaways
	Anyone who has contacts who might have little giveaways like memory sticks, stickers, hats, pens or similar that will be of interest to high school students please mention our cause. TL advised the little prizes helped attention at previous presentations.
	KS has committed to assist (The Apprentice & Traineeship Company)
	MS has committed to assist (Honeywell)
	PT has committed to assist (EAG)
	ACTION: ALL to speak to industry and start collecting. Please bring to next meeting and we will decide on how/where these items will be stored/distributed

3.6	<p>IICA Student and CAP membership</p> <p>All Sub Committee Members are encouraged for companies to become IICA CAP members and free membership for students CAP membership http://www.iica.org.au/info/cap/default.asp Membership application http://www.iica.org.au/info/membership/</p>
3.7	<p>Unearthing Careers in Resources Conference – June 3rd</p> <p>IICA has paid for booth for this event on 3rd June at Burswood (8am – 6pm). See attached flyer.</p> <div style="text-align: center;">  100118-PS-Exhibition Booth Standard-v0.p </div> <p>Attendance at this gives us a real target to have CD's ready and presentation finalised. Ideas to have at booth include</p> <ul style="list-style-type: none"> - Decided against CD/DVD due to cost when can keep on website for "free" - Brochures to give away to careers advisors - IICA Banner - Presentation running in background on large PC screen / projector (TL to help with screen) - Global Testing Services have committed to assist with a Thermal Imaging Camera for the show, just need a large TV to connect to. This is a bit of a drawcard to attract people to booth - Take photos / learning's for future events <p>ACTION: ALL Please notify TB if available to assist MO to have proof of brochure ready for sign off at next meeting TL to forward presentation to MO EL to assist / advise on relevance of material to students</p>
3.8	<p>Careers Advisors Network</p> <p>David will advise more details at next meeting. Contact with them may save cold calling multiple schools.</p>
3.9	<p>Student Participation Competition</p> <p>Idea for a student competition sponsored by IICA to increase awareness at schools level similar to the national student solar cars Please think of ideas as a project we can look to implement next year. DL Suggested a "kit" be provided to schools to standardise participation. WR has emailed some ideas to be tabled when he next attends</p>

To promote and recognise excellence of individuals or groups in the Instrumentation Control and Automation Educational Institutions such as Schools, TAFEs, Universities and Career Guidance Groups.

3.10	State Training Awards (Information) DL advised state training awards are now open. It was suggested that students who apply for that also send a copy of their submission to IICA Education group to save duplication in applications for the IICA award process later in the year. Applications close 14 th May http://www.trainingwa.wa.gov.au/trainingawards/detcms/portal/
3.11	Skills West Expo – 3rd – 5th September (Information) DL Advised of another suitable expo. TB - Have sent email requesting information and will update at next meeting. http://www.skillswestexpo.com.au/
3.12	May Meeting - Dinner TB – Suggested we have the May meeting at Challenger Beaconsfield again and take advantage of the cheap dinner at the student restaurant. SE Not in attendance so will do later – remove from minutes
3.13	Conflicting Meetings TB – Communications issue and had conflict with IICA CCTV night and our meeting. Have requested calendar from IICA to stop future occurrences. Also we may be able to promote some of the IICA events to our group. Allen Tighe contacted but no response. Have sourced event calendar from Kathie. Haz Area Seminar and AGM / Sundowner coming up http://www.iica-wa.org/EVENTS/Events10.pdf Meeting closed – 1810hrs
Next Meeting: Wednesday 19th May at 4:30pm Venue: Polytechnic West Midland Campus, Conference Room B 20 Corner Lloyd Street and Eddie Baron Drive, Midland	

