


IICAWA MINUTES OF EDUCATION SUB-COMMITTEE MEETING

Venue	Challenger Institute - Beaconsfield
Date	Thursday 25 th March 2010
Time	5.00pm
Present	Todd Busby (TB) <i>Woodside Energy and Challenger Institute - ACEPT Campus</i> Mel Oliveri (MO) <i>Southern Cross Electrical</i> Emerson Lievense (EL) <i>CCI / Woodside Instrument/Electrical Apprentice</i> Hailey <i>CCI / Woodside Instrument/Electrical Apprentice</i> Pat Tierney (PT) <i>Apprenticeships Australia</i> Stephen Elliot (SE) <i>Challenger Institute - Beaconsfield Campus</i> David Love (DL) - <i>EUPA Training Council</i>
1.0	Meeting Was Declared Open at 5.15pm TB – Opened the meeting and attendees introduced themselves
2.0	Apologies Allen Tighe (AT) <i>Seacove Systems</i> Kevin Barnes (KB) <i>KD Instruments</i> Sarell Grobler (SG) <i>ITI Instrument Trainer</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> Travis Loveland (TL) Ron McGrechen (RM) <i>Polytechnic West</i> Barry Lock (BL) <i>Polytechnic West</i> Ken Shuker (KS) <i>The Apprentice & Traineeship Company</i> 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 January meeting minutes and see outcomes where required below.

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.

3.1	Presentation
	Travis requires immediate feedback of following items from all members.
	- Weblink to training provider web-site
	- Logo for use on presentation
	- contact details for prospective students for more information
	- Personal career path where possible
	ACTION: ALL to provide information to Travis ASAP.
	TL to finalise presentation for April meeting
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 – Will update progress at April meeting, he also requires parties interested in providing information for submission to the state training board. MO to forward DL details of companies who
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 contact IICA secretary and start getting information onto web page
3.4	Budget
	Mel got ideas on budget requirements and will put forward at next meeting. Once agreed we will forward to state level for approval.
	Have had approval for the Unearthing careers expo stand
	ACTION: MO and TB to provide details for approval at next meeting.
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	IICA Student and CAP membership 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/
3.7	Unearthing Careers in Resources Conference – June 3rd IICA has paid for booth for this event on 3 rd June at Burswood (8am – 6pm). See attached flyer.
	 100118-PS-Exhibition Booth Standard-v0.ppt
	Attendance at this gives us a real target to have CD's ready and presentation finalised. Ideas to have at booth include
	- CD's to give away to careers advisors (include presentation with voice overs for multiple members) (Maybe also include video of bang box on CD)
	- Brochures to give away to careers advisors
	- IICA Banner
	- Presentation running in background on large PC 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
	ACTION: TB to send invite to this event to all members. Please respond with availability to help man the stand and times available.
3.8	Careers Advisors Network David will advise more details at next meeting. Contact with them may save cold calling multiple schools.
3.9	Student Participation Competition 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
	New Business
4.0	State Training Awards 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/
	Action – All trainers to inform suitable students to apply
4.1	Skills West Expo – 3rd – 5th September DL Advised of another suitable expo. TB - Have sent email requesting information and will update at next meeting. http://www.skillswestexpo.com.au/
4.2	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 \$15 for 3 course meals. Though must RSVP so we can book numbers. Date to be decided at April meeting.
4.3	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.
4.4	Any Other Business TB thanked Steve Elliot for usage of the facility . Meeting closed – 1830hrs
Next Meeting: Monday 12th April at 4:30pm	
Venue: Challenger Institute ACEPT Campus, 9 Gardiner Street, Munster	
Early arrivals welcome from 4pm for a tour of the facility.	