

RCTC Report October 2004

- 1. RCTC.** The majority of classes for Term I will complete by October 21. Three classes extend into the following week, making up days that were missed by instructor absence or Labor Day. Welding will not complete Term I until November 8th, due to late hiring of instructor. Therefore, we will begin Advanced Welding for Term II on November 10 for any of these students wishing to continue.

Term II registration is in progress and continues through October 22nd. (Late registrations are welcome until the end of the month). Ads were placed in the Sunday classified section of the Erie Times on October 17th and Thursday's Showcase on October 21.

We have added a new class, "Advanced Excel", to this upcoming term as a result of student interest.

- 2. Secretary.** We have been managing fairly well during the secretary's absence. The business office secretary has filled in during the busiest times and has been doing a great job.
- 3. Accuride.** Our customized training contract was completed on October 15th. Twenty-seven employees were trained during three shifts. Certificates have been awarded to the trainees and evaluations have been gathered. The instructor received a very positive evaluation.
- 4. New Choices/New Options.** Our next program begins on October 25 at Bethany Lutheran Church. Enrollments have been low so far this year so we are investigating the possibility of outreach programs in Union City, Corry, North East and/or other communities. We are also meeting with the Corry Higher Education Council in November to coordinate programs.