

## **NDSEB EDUCATION ADVISORY COMMITTEE MEETING MINUTES**

Thursday May 8, 2025

The North Dakota State Electrical Board Education Advisory Committee was called to order at 9:05 AM by Executive Director James Schmidt. The meeting was held at the NDSCS-Fargo campus in room #116.

Committee members present: James Schmidt – NDSEB Executive Director; Scott Halle – Training & Compliance Administrator; Rob Zachariason – On Campus Representative; Steve Mundahl – Journeyman Electrician Representative; Ivan Maas – Power Limited Electrician; Zach Sheeley – On Campus Representative; Adam Kidwell – Related Training Provider; Jeff Kirstein – Related Training Provider; Nichole Wischnak – Related Training Provider; Tim Pull – Master Electrician Representative.

James asked for any additional agenda items, Adam Kidwell discussed having met with representatives of Bismarck State College 3 to 4 weeks ago to try and help them get their program established by setting realistic goals and accomplishments.

The meeting minutes from February 19, 2025, were reviewed and approved after a motion by Jeff Kirstein, seconded by Rob Zachariason, the motion carried.

The committee had some discussion about the ramifications of a private contractor program doing training for other than their own employees.

At 9:20 Greg Lugar, Kristi Weikum, Jason Dockter from Bismarck State College entered the meeting.

Greg discussed BSC's progress since the last Education Committee meeting, describing the additions to their Advisory Board to broaden the input from industry and the new courses developed for the program. Jason Dockter introduced himself to the committee, he was recently hired as an Assistant Dean at BSC and will be helping with getting the electrical program started. Kristi described the progress in building the lab area, stud walls being built and Amatrol trainers have been received and are being assembled, also materials are being purchased or donated. The committee asked about touring their facility and BSC indicated committee members are welcome to come see the facilities, contact them to set up time when available. The committee advised BSC they support the creation of the program, but BSC must understand that program needs to produce well rounded students prepared to enter the industry and be successful in different career paths, not just industrial. Questions from the committee about the sequence of courses and inclusion of courses like math, the importance of math skills, code knowledge and theory were all stressed to BSC's representatives, and that a breakdown of lecture/lab time is needed. Process for transferability of students into or out of program was discussed, Greg stated that BSC has an established policy to accomplish this, and other committee members agreed it can be

difficult, but this is similar to how it is done at their respective facility. The committee asked about instructors for the program, Kristi will teach the ELTR classes, and an adjunct instructor may be added to assist her in the first year, also BSC is currently recruiting another full-time instructor. ICTL courses will be taught by instrumentation instructors currently on staff at BSC, and non-electrical courses will be taught by instructors from those areas of expertise. BSC also stated that they will only be offering 1<sup>st</sup> year classes this fall, and that the program is 100% on-campus classes, there will be no online classes for the electrical program specific courses.

The Education Committee would ask BSC to provide an outline of the program by semester including all required courses with a breakdown of the credits for each by lecture/lab and hours for each and provide a list of all instructors for the electrical program and their qualifications.

At 10:30 Greg Lugar, Kristi Weikum, and Jason Dockter exited the meeting.

Scott Halle reported to the committee about his visit to H&H Electric on April 3<sup>rd</sup> 2025, a handout summary of visit was provided to committee members. There was discussion about the program and how to proceed moving forward. After discussion the committee recommended to request representative(s) from H&H Electric come to the next meeting to answer questions about the application. They also need to provide updated documentation of the intended curriculum to clearly define content or provide the materials that will be used, and to provide a calendar to match those course materials.

The application from NDSCS for their Professional Electrician Apprentice Program (PEAP) was discussed by the committee, Nichole Wischnak described the program and how it functions. Details discussed included how time is tracked and hour accrued, student interaction with instructors via blackboard, and policy for completion on schedule. The committee requested NDSCS update the syllabus to correctly reflect the actual required hours of the program.

Adam Kidwell made a motion to recommend approval of the program and two instructors after the corrections are made, Zach Sheely seconded the motion, all in favor motion carried.

James Schmidt handed out scholarship funds dispersal spreadsheet and described how these funds have been distributed to students in the electrical industry to date, recommendation was made to NDSCS correspondence program to take advantage of this for their students. Discussion among group about the importance of mentoring young people to help them succeed in the industry and avenues for attracting people to enter the electrical trade. Also, discussion about exam results and methods to help applicants be more prepared for the exam were discussed.

Nichole Wischnak made a motion to adjourn the meeting seconded by Adam Kidwell, all in favor.

Meeting Adjourned at 12:10 PM