

EASTERN KENTUCKY UNIVERSITY
Center for Career & Workforce Development



www.workforce.eku.edu

January—June, 2017



Workforce Development Training Schedule

January—June, 2017

- We offer open-enrollment courses for the workforce, including online options.**
- Classes are scheduled in Richmond, Corbin, Manchester, Somerset and Winchester.**
- We can also come on-site to your company!**



Training Consortium Partners

Bluegrass Business Consortium Members

- Advanced Green Components, Winchester
- AGC Automotive Americas Co., Richmond
- Asahi Bluegrass Forge, Richmond
- Asahi Forge of America, Richmond
- AVENTICS, Lexington
- Catalent Pharma Solutions, Winchester
- EnerSys Delaware, Inc., Richmond
- Gill GRS&S, Richmond
- Hitachi Automotive Systems, Berea/Harrodsburg
- Hyster-Yale Group, Berea
- Infiltrator Water Technologies, Winchester
- Kentucky Smelting Tech., Paris
- Kentucky Steel Center, Berea
- KI USA Corp., Berea
- Lectrodryer Management, Inc., Richmond
- Link-Belt Construction Equipment Co., Lexington
- Metrie, Inc., Jeffersonville
- Mikron Industries, Inc., Richmond
- Novelis Corp., Berea
- PGW LLC, Berea
- P-K Tool & Mfg Co., Richmond
- Richmond Auto Parts Tech, Inc., Richmond
- RIT TEK, LLC, Richmond
- Sekisui S-lec America, Winchester
- Sherwin Williams, Richmond
- STEMCO Products, Inc., Berea
- Thunder Manufacturing USA, Inc., Richmond
- Walle Corporation, Winchester

Southeast Kentucky Regional Training Consortium Members

- Aisin Automotive Casting, London
- CTA Acoustics, Corbin
- Firestone Industrial Products, Williamsburg
- Flav-o-Rich/Borden Dairy, London
- Flower's Bakery, London
- Highlands Diversified Services, London
- Hendrickson USA, Somerset
- KOWA of Kentucky, Inc., Corbin
- Pepsi-Cola Bottling Co., Corbin
- The MPI Group, Corbin
- Webbed Sphere, Inc. d/b/a Troll and Toad, Corbin

Dear Community Members:

We are pleased to present the Eastern Kentucky University—Workforce Education “open enrollment” courses for Spring, 2017. Classes are scheduled throughout the EKV Service Region including the Perkins Conference Center in Richmond (with convenient parking) as well as the regional campuses in Corbin and Manchester. Classes can be conducted on-site at your company as well with sufficient enrollment. Give us a call for a free price quote.

A new cohort of first line supervisors will begin the **First Line Supervision Certificate Program** in February. Several other workforce development programs are scheduled as well, including the following:

- Manufacturing Maintenance Certificate Program**
- OSHA Training Institute Education Center—Safety Courses in General Industry & Construction**
- Society for Human Resource Management (SHRM) Training**
- Microsoft Office Classes including Excel, Word, & PowerPoint**

A series of short courses is offered completely online and available anytime. Check out the full listing of online courses at www.workforce.eku.edu/professionaldevelopmentonline. You can also view our Community Education courses at www.communityeducation.eku.edu and please follow us on Twitter @EKUWorkforce.

A special recognition goes out to the Bluegrass Business Consortium and the Southeast Kentucky Regional Training Consortium for their on-going support of Eastern Kentucky University. Working together, we are able to maximize training dollars as we prepare “today’s workforce for tomorrow”. I hope to see you in class!

Sincerely,

Tammy W. Cole

Tammy W. Cole, Director

HOW TO REGISTER

To register over the phone, call 859-622-6216 or 859-622-6716 for assistance.

Online registration is available for select programs. Visit the Workforce Development website for additional information at www.workforce.eku.edu.

We accept company purchase orders, checks, credit card and electronic payments.

CANCELLATION POLICY

If you need to cancel, please do so 10 working days before the seminar. After that, cancellations are subject to the full registration fee.

If you do not cancel, and do not attend, you are still responsible for the registration fee.

Substitutions are always acceptable assuming that pre-requisites are met.

TRAINING SITE LOCATIONS

Classes are held in Richmond, Kentucky at the Perkins Conference Center—just minutes from I-75 (at Exit 87) with ample free parking. Classes are also scheduled in Corbin and Manchester, Kentucky.

NEED CUSTOMIZED TRAINING?

We can come to you! If you do not want to travel to Richmond, we can come on-site at your business or industry and provide customized training for your workers. Give us a call for a free quote at (859) 622-6216.

CERTIFICATE PROGRAMS

Many of the Continuing Education training programs result in a Certificate documenting the number of Continuing Education Units (CEU's) and/or contact hours. Certificate programs are designed for adults seeking in-depth knowledge in a specialized field but not requiring academic credit. The courses build upon each other in a structured format and a Continuing Education & Outreach "Certificate" is issued upon successful completion of the program.

EKU IS A TOBACCO-FREE CAMPUS.



CENTER FOR CAREER & WORKFORCE DEVELOPMENT CONTACT INFORMATION

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Workforce Development
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(859) 622-6299



**Eastern Kentucky University
OSHA Training Institute Education Center
Open Enrollment Classes in Richmond and Louisville, KY**



Construction

General Industry

OSHA 510
Occupational Safety and Health Standards for Construction
Richmond: Jan. 24-27 • June 6-9
Louisville: April 18-21
\$750 26 hours

This course for private sector personnel covers OSHA policies, procedures, and standards, as well as construction safety and health principles. Topics include scope and application of the OSHA construction standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide.

OSHA 500
Trainer Course for Construction
Richmond: March 21-24
Louisville: February 14-17 • June 13-16
\$750 26 hours

This course is designed for personnel in the private sector interested in teaching the 10- and 30-hour construction safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10- and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts, and engage in practice teaching modules.

During class, students must prepare a presentation on an assigned OSHA Construction Outreach topic individually or as part of a group and successfully pass a written exam at the end of the course. Authorized OSHA Outreach trainers are required to attend OSHA 502 at least once every four (4) years to maintain their trainer status.

Upon successful completion, the student will be authorized as an OSHA Construction Outreach Trainer. This authorization is effective for four (4) years.

*** You must call to register for this class**

Prerequisites: OSHA 510 and five years of construction safety experience. See website for details.

OSHA 502
Update for Construction Industry Outreach Trainers
Richmond: January 10-12 • May 17-19
Louisville: April 4-6
\$650 18 hours

This course is designed for personnel in the private sector who have completed OSHA 500 (Trainer Course of OSHA for the Construction Industry and who are authorized trainers in the OSHA Outreach Training Program). It provides an update on such topics as OSHA construction standards, policies, and regulations.

Authorized OSHA Outreach Trainers are required to attend this course once every four (4) years to maintain their trainer status. Prior to registration, students must provide a copy of their current trainer card for validation.

*** You must call to register for this class**

OSHA 511
Occupational Safety and Health Standards for General Industry
Richmond: February 14-17 • June 6-9
Louisville: March 28-31 • June 27-30
\$750 26 hours

This course for private sector personnel covers OSHA policies, procedures, and standards, as well as general industry safety and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous.

OSHA 501
Trainer Course for General Industry
Richmond: April 11-14
Louisville: January 17-20 • May 2-5
\$750 26 hours

This course is designed for personnel in the private sector interested in teaching the 10- and 30-hour general industry safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10- and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts, and engage in practice teaching modules.

During class, students must prepare a presentation on an assigned OSHA General Industry Outreach topic individually or as part of a group and successfully pass a written exam at the end of the course. Authorized OSHA Outreach trainers are required to attend OSHA 503 at least once every four (4) years to maintain their trainer status.

Upon successful completion, the student will be authorized as an OSHA General Industry Outreach Trainer. This authorization is effective for four (4) years.

*** You must call to register for this class**

Prerequisites: OSHA 511 and five years of general industry safety experience. See website for details

OSHA 503
Update for General Industry Outreach Trainers
Richmond: March 1-3
Louisville: January 10-12 • June 6-8
\$650 18 hours

This course is designed for personnel in the private sector who have completed OSHA 501 (Trainer Course of OSHA for the General Industry and who are authorized trainers in the OSHA Outreach Training Program). It provides an update on such topics as OSHA construction standards, policies, and regulations.

Authorized OSHA Outreach Trainers are required to attend this course once every four (4) years to maintain their trainer status. Prior to registration, students must provide a copy of their current trainer card for validation.

*** You must call to register for this class**

Visit www.osha.eku.edu or call 859-622-2961 for more information.

Manufacturing Maintenance

*DEVELOPED IN CONJUNCTION WITH THE
BLUEGRASS BUSINESS CONSORTIUM*

workforce.eku.edu/manufacturing-maintenance-certification-program

The Manufacturing Maintenance Technician Certificate Program is designed to provide basic and advanced training for new and existing maintenance personnel. The program doesn't require prior coursework, but job expectations and skills will be reinforced by job activities. We recommend a blend of maintenance training and "on the job" work activities for participants to receive the maximum benefits from the program.

The program features Basic and Advanced Certificates. Each certificate involves completion of selected technical classes that cover a variety of topics and three modules of foundation classes to provide comprehensive training in basic skills and management tools to complement the technical content of the program. All technical modules stress the four keys of manufacturing maintenance:



1. Safety

2. OSHA

3. Trouble Shooting

4. Preventive Maintenance

Foundation Modules (All three modules required)

Module 1 (36 hours)	Module 2 (36 hours)	Module 3 (24 hours)
Safety	Industrial Math	Problem Solving
Business Economics	Blueprints	Predictive / Preventive
Computer literacy	Interpersonal Communication	Maintenance

Basic Technical Modules (Six of the eight modules required)

1—Machine Maintenance (60 hours)	2—Industrial Electricity (45 hours)
3—Electronics/Ladder Logic (36 hours)	4—Welding (84 hours)
5—Machine Shop (60 hours)	6—Fluid Power (39 hours)
7—Plumbing (36 hours)	8—HVAC (24 hours)

Advanced Technical Modules

(Must complete Basic Modules and two of the four Advanced Modules)

1—Industrial Electricity (45 hours)	2—Electronics/Ladder Logic (45 hours)
3—Welding (168 hours)	4—Machine Shop (60 hours)

Contact: Cheryl Juhasz
Workforce Education Consultant
(859) 622-1164
cheryl.juhasz@eku.edu

Foundation Module III	(24 hours)
<i>(Predictive/Preventative Maintenance & Problem Solving)</i>	
January 26 – February 21, 2017	Tues. & Thurs. 3:30 to 6:30 p.m.
Foundation Module I	(36 hours)
<i>(Safety, Business Economics & Computer Literacy)</i>	
March 7 – April 20, 2017 (No class April 4 & 6)	Tues. & Thurs. 3:30 to 6:30 p.m.

**Spring 2017
Classes**



EASTERN KENTUCKY UNIVERSITY
CENTER FOR CAREER & WORKFORCE DEVELOPMENT AND
COLLEGE OF BUSINESS AND TECHNOLOGY PRESENT.....

Leadership Excellence for Middle Managers

➔ *New cohort begins in January, 2017*

**Spring 2017
 Schedule
 January 27—May 05**

Fridays (Except for final class)

Fridays: (8:00-4:00)

- January 27—Kickoff
- February 3
- February 10
- February 24
- March 3
- March 10
- March 24
- April 7
- April 21
- April 28—Mandatory Consult
- May 4—Graduation and Reception (Thursday)

No Class:

- February 17
- March 17
- March 31
- April 14

Registration Fee

\$2,850 per person
 (\$1,425 with BSSC grant reimbursement)

To enroll contact:

Cheryl H. Juhasz
 (859) 622-1164
 cheryl.juhasz@eku.edu



Leadership

- ◇ Principles of human behavior
- ◇ Selecting & developing talent
- ◇ Performance management/coaching
- ◇ Power & influence
- ◇ Communications/oral presentations
- ◇ Human capital value & costing
- ◇ Leading teams & groups
- ◇ Leading in a multicultural world
- ◇ Managing change
- ◇ Accounting/finance
- ◇ Integrity & credibility

Note: Participants will be expected to complete some online assignments outside of the classroom.

Middle Managers in all types of organizations face additional challenges as compared to first-line supervisors, due to the increased complexity of their responsibility and managing individuals who are supervising others. To be successful, Middle Managers need to hone their skills and approaches to maximize their personal effectiveness as organizational leaders.

“**Leadership Excellence**” is a high octane program that uses a variety of active-learning strategies — exercises, role plays, videos, class discussions, case projects, and online discussions on Blackboard — to promote application and long-term retention of the knowledge and skills gained in the program.

“Excellence Defined.... “We are what we repeatedly do. Excellence, then, is not an act, but a habit.” - Aristotle

“Management is efficiency in climbing the ladder of success; leadership determines whether the ladder is leaning against the right wall!” - Covey

Join us and take your leadership skills to the next level!

Cancellation Policy

Refunds: Prior to Dec. 16, 2016- 100%; Dec. 16, 2016 —Jan. 6, 2017 - 75%; Jan. 9—Jan. 13, 2017—50%; No refunds after January 16.



SHRM Essentials of HR Management

Classes can be offered at the following EKU campus locations:

**Richmond
Main Campus
Perkins Conference Ctr.**

**Corbin Campus
Corbin By-Pass/KY 3041**

**Manchester Campus
50 University Drive**

Course Dates & Times:

SHRM Essentials
Dates to be determined
8:30 a.m.-5:00 p.m.

SHRM Learning System
Dates to be determined
5:00 p.m.-8:00 p.m.

Recertification Training
Dates to be determined
9:00 a.m.—1:00 p.m.

Cost per person:

Essentials of HR—\$525
Learning System—\$950
Recertification training:
\$150 per topic

**For More Information
Or To Register Contact:
Donna Helton Grady
(606) 528-0551 or
(859) 622-6716
Donna.Helton@eku.edu**



The SHRM Essentials of HR Management course can help employees and companies increase HR knowledge that is critical to overall business success.

- Attain **knowledge and practical HR skills** to effectively approach challenging HR issues.
- **Gain expertise in areas of HR** that are broader than the normal scope of your job.
- **Stay up-to-date** on the latest laws and regulations.
- Learn **techniques for handling HR challenges** through interactive case studies.
- Utilize the print materials and one-year access to the online tools as a **comprehensive source of HR information**.
- Earn a certificate upon completion.

SHRM Learning System Prep

Course (for SHRM-CP or SHRM-SCP)

Establish yourself as a globally – recognized human resource expert by earning the new standard in HR Certification: SHRM Certified Professional (SHRM-CPSM) and SHRM Senior Certified Professional (SHRM-SCPSM). Ensure you are prepared with our prep course designed for SHRM credential candidates. Expand and test your knowledge and practical, real-life competencies in areas critical for HR career success.

The intensive 12 week program combines expert instruction with the SHRM Learning System for SHRM-CP/SHRM-SCP, so you will learn faster, retain more knowledge and stay on track for success with the exam.

By attending our course, you will benefit from:

- A structured classroom environment
- An experienced instructor
- Opportunities to network and learn from your peers



HR RECERTIFICATION TRAINING

Once you have passed the SHRM-CP/SHRM-SCP exam, you will need to stay up to date on developments in human resource field. The following courses are available to assist HR professionals in meeting that goal:

- **Essentials of Leadership**
- **Building an Environment of Trust**
- **Creating a Service Culture: The Service Leader's Role**
- **Reviewing Performance Progress**
- **Setting Performance Expectations**

Each of these sessions are 4 hours in length and can also be taken individually for professional development .



Eastern Kentucky University Training for Supervisors

“First Line Supervision Certificate Program”

Now that you’re a supervisor, you have most likely developed the technical skills required in your field. Your continued success now depends upon the ability to get things accomplished through others. EKU’s supervision program helps develop your interpersonal skills or “people skills” area. The programs are designed to offer a bridge between technical skills and supervising others to increase overall company performance. These classes are helpful for new supervisors, those without formal training, and workers who hope to move into a supervisory role in the future.

Classes Offered At:

EKU Richmond Campus
Perkins Building
521 Lancaster Avenue
Richmond, KY 40475

EKU Corbin Campus
Corbin By-pass/Hwy 3041
One Pennington Way
Corbin, KY 40701

EKU Manchester Campus
50 University Drive
Manchester, KY 40962

All Classes are 9:00 a.m. to 4:00 p.m.

Our seminars can be taken as part of the Certificate program or as an individual professional development topic.

Course Tuition (includes materials)

- **3 Day Seminar** **\$450**
- **2 Day Seminar** **\$350**
- **1 Day Seminar** **\$250**
- **Computer Classes** **\$200**



“Basic Supervision Certificate”

The First Line Supervision Program begins with an 18-hour seminar (3 one-day classes), Basic Core Concepts I. Participants then select an additional 18 hours (3 days) of elective seminars—6 hours of which may be computer classes. This completes the Basic Supervision Certificate for a total of 36 hours. Basic Core Concepts I is required to receive the Basic Supervision Certificate.

“Advanced Supervision Certificate”

Advanced Supervision is the second phase of the program and consists of another 18-hour seminar (3 one-day classes), Advanced Core Concepts II. Participants then select an additional 18 hours (3 days) of elective seminars—6 hours of which may be computer classes— for a total of 36 hours of training. This completes the Advanced Supervision Certificate. Advanced Core Concepts II is required to receive the Advanced Supervision Certificate.

On-site customized training is available. Call Workforce Development at 859-622-6216 (Richmond) or 859-622-6716 (Corbin , Manchester, or Somerset) for a free quote or to register today! www.workforce.eku.edu for more information.

Elective Options:

- **Accident Prevention**
Highlights practical approaches to promote safety and prevent accidents in the workplace. Instructor James Bastin serves as the Asst. Chief of Operations for the Bluegrass Army Depot. He has taught OSHA training at EKU since 2011 and holds a Bachelors in Fire & Safety Engineering.
- **Business Writing**
Improve your written communication skills. Instructor Mike Addison has more than fifteen years of ministry and consulting experience. Mike holds a Bachelors Degree from the University of the Cumberland as well as a MBA from the Hutton School of Business at the University of the Cumberland.
- **Coaching & Workplace Communication**
Assess employees' development needs and respond with appropriate leadership style. Instructor Mike Addison—please see bio above.
- **Conflict Management**
Use communication skills to defuse conflict and solve problems. Learn how to respond successfully in a variety of situations that occur in the workplace. Instructor Coy J. Brown—please see bio on the following page.
- **Creative Problem Solving**
Learn how to effectively apply creative techniques for problem solving while capitalizing on your own creative talents. Instructor Kathy Werking has faculty experience at University of Louisville, EKU, and the Kentucky Dept. for Criminal Justice Training. Kathy holds a Ph.D. in Interpersonal Communication from Purdue University in Indiana.
- **Customer Service**
Is anything more important than good customer service? This course will provide tips for dealing with difficult people, how to be assertive without appearing rude, and techniques for working with the public. Instructor Zella Pearson is a trainer for business and industry. Zella holds a Bachelors Degree from the University of Kentucky as well as a Masters in Education from EKU.
- **Dealing with Difficult People**
This course emphasizes communication and flexible thinking as key methods of dealing with difficult people. Instructor Kathy Werking—please see bio above.
- **Effective Team Building**
Learn the practical framework required for building teams within a work unit.
Instructor Mike Addison—please see bio above.
Instructor Zella Pearson—please see bio above.
- **Embracing your Emotional Intelligence**
Leaders will benefit from this course by understanding how aware they are of their emotions as well as those of others, how to deal with negative emotions, and how to utilize positive emotions to improve their leadership performance and that of their team. Instructor Joel DiGirolamo has over 30 years of staff & management experience in Fortune 500 companies. Joel is the author of the award-winning books *Leading Team Alpha* and *Yoga in No Time at All* and holds a Masters in Business Administration as well as a Masters in Psychology.
- **Generational Differences**
Learn how work behaviors result from values that may vary based upon generation, stage in career, and stage in life. Instructor Joel DiGirolamo—please see bio above.
- **Interpersonal Communication**
Learn how to communicate effectively with people. Effective communication leads to increased efficiency and effectiveness of workers. Instructor Gary Davis has more than 30 years experience providing services which impact at-risk children and adults. In addition to being an adjunct faculty member at EKU, he has been involved in the development of traditional and on-line courses at the university.
- **Legal Issues for Supervisors**
Explore legal aspects and obligations of being a supervisor. Instructor Kacey Coleman has practiced law for over 20 years with her primary emphasis in the area of employment law. Kacey holds a J.D. from the University of Kentucky.
- **Managing Stress**
From burnout to performance...learn what causes stress, its effect on behavior, physical and mental health, and ways to alleviate stress. Instructor Joel DiGirolamo—please see bio above.
- **Motivating Employees**
Learn practical leadership skills to increase employee motivation and performance.
Instructor Zella Pearson—please see bio above.
- **Presentation Skills**
As a supervisor, having good presentation skills is a must...but it can also be intimidating to speak to a group. This two-day seminar provides the opportunity to develop your presentation style in a safe environment. Instructor Kathy Werking—please see bio above.
- **Sexual Harassment**
Led by a practicing attorney "policy to prosecution"...current issues that supervisors need to know for today's workplace. Instructor Kacey Coleman—please see bio above.
- **Time Management**
Designed for anyone who wants to do a better job managing their time—both in the workplace and at home. Instructor Coy J. Brown—please see bio on the following page.
- **MS 2013**
Instructor-led Microsoft 2010 & 2013 computer classes are available.
Only one computer class may count towards each certificate.
- **5 S Training**
Focuses on effective workplace organization and standardized work.
Instructor Zella Pearson—please see bio above.



Register Now for Richmond Classes

Word 2013 Basic
February 10

Excel 2013 Basic
March 30

Word 2013 Advanced
April 21

Excel 2013 Intermediate
May 19

Excel 2013 Advanced
June 9

Register Now for Corbin Classes

Introduction to the Computer
March 3

PowerPoint 2013 Basic
March 24

Excel 2013 Basic
April 21

Excel 2013 Intermediate
May 26

Excel 2013 Advanced
June 9



Eastern Kentucky University Training for Supervisors

Spring 2017 Class Schedule

Basic

Core Concepts I

Core Concepts I provides participants the opportunity to learn vital skills needed to successfully supervise in today's ever-changing workplace. This course is based around the following topics: Learning your New Role, Expectations of Supervision, Motivating and Coaching Others, and other critical issues. Instructor Larry Palmisano has been leading training at EKU since 2008. He retired with more than 40 years of manufacturing experience, with 20 years as a Plant Manager. Larry has a degree in Industrial Management from the University of Akron.

Advanced

Core Concepts II

Advanced Core Concepts II offers an opportunity for a supervisor to expand the concepts introduced in Core I through detailed examination and case-study experience. Added material includes the performance appraisal process, the changing workplace, legal aspects of supervision, and growing into management. Learn to make your best skills as supervisor become second nature. Instructor Coy J. Brown is an organization & leadership development facilitator specializing in training and development. Coy holds a Masters in Communication from the University of Kentucky as well as a Masters in Human Resource Management & Development from Chapman University in California.

Richmond:

- Basic Core Concepts I
February 7, 14, & 21
- Sexual Harassment
February 23
- Creative Problem Solving
March 2
- Customer Service
March 9
- Motivating Employees
March 23
- Time Management
April 13
- Generational Differences
April 18
- Advanced Core Concepts II
May 4, 11, & 18
- Emotional Intelligence
May 25
- Conflict Management
June 1

Manchester:

- Emotional Intelligence
May 22

Somerset:

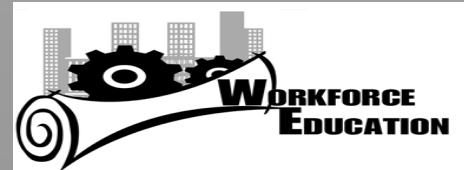
- Managing Stress
April 19
- Coaching & Workplace Communication
June 5

Corbin:

- Basic Core Concepts I
February 9, 16, & 23
- Legal Issues
March 2
- Interpersonal Communication
March 9
- Managing Stress
March 23
- Presentation Skills
March 28 & 30
- Business Writing
April 10
- 5 S Training
April 13
- Accident Prevention
April 27
- Advanced Core Concepts II
May 2, 9, & 16
- Coaching & Workplace Communication
June 1
- Dealing with Difficult People
June 8
- Effective Team Building
June 15

Winchester:

- Basic Core Concepts I
April 11, 18, & 25



Onsite customized training is available. Call Workforce Development at 859-622-6216 (Richmond) or 859-622-6216 (Corbin, Manchester, or Somerset) for a free quote or to register today! Visit www.workforce.eku.edu for more information.

EPA 608 Refrigerant Certification

Preparatory training for EPA 608 Certification (Universal; Types I, II & III)

- No prerequisites
- EPA Section 608 Study Guide provided
- Exam taken “online”
- 12 Hours of instruction
- 6 Hours of practice
- 3 Hours for exam
- 3 Hours for exam (96% pass rate)
- Lifetime Certificate

For more information, please contact:

Cheryl H. Juhasz
(859) 622-1164
cheryl.juhasz@eku.edu

Statistical Process Control (SPC)

SPC is an industry-standard methodology to support quality improvements during the manufacturing process. The course includes:

- Introduction
- The seven (or eight) basic quality tools of SPC
- Fundamentals of Statistics
- Control charts for variables
- Fundamentals of probability
- Control charts for attributes

A second level may be offered to include some of the following topics:

- Acceptance sampling
- Design of experiments
- Gauge repeatability and reproducibility
- Short-Run SPC

CNC—Computer Numerical Control

Participants must have some knowledge of machine operations. Introduction to the fundamentals of CNC. Technology and programming. Training includes interactive software to promote learning. (\$640)

Mastercam

This class is designed for individuals with little or no Mastercam experience. Attendees will become familiar with the Mastercam interface, features of the operations manager, back plotting, post processing & file conversation. **Version 6X will be used.** (\$745) Note: Cost includes Mastercam X6 Training Guide.

Failure Mode and Effects Analysis

What is (FMEA)?

It is an inductive failure analysis used in product development, systems engineering, reliability engineering and operations management for analysis of failure modes within a system for classification by the severity and likelihood of the failures. A successful FMEA activity helps a team to identify potential failure modes, enabling the team to design those failures out of the system with the minimum of effort and resource expenditure, thereby reducing development time and costs. It serves as a form of design review to erase weakness out of the design or process. It is widely used in development and manufacturing industries in various phases of the product life cycle. Effects analysis refers to studying the consequences of those failures on different system levels.

Center for Career & Workforce Development
202 Perkins Building
Eastern Kentucky University
521 Lancaster Avenue
Richmond, KY 40475
(859) 622-6299

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