For years, NEIEP has requested nominations from Locals for Instructors of the Year. This award honors the best examples of NEIEP instructors who go well beyond the call of duty to make a real difference in the NEIEP program on the Local level. The skills and knowledge they pass on in the classroom are essential, yet teaching them is only a part of an instructor’s work. Good teachers instill in their students a life-long interest in learning and the belief that they can accomplish the goals set before them. Truly these individuals leave a lasting mark on the lives around them and are to be considered valuable assets to NEIEP and particularly its future apprentices.

**Congratulations to NEIEP’s Instructors of the Year!**

Region 1 - Randy Kape, Local 85
Region 2 - Michael Moore, Local 8
Region 3 - Jim Bunning, Local 25
Region 4 - Randy Johnson, Local 28
Region 5 - David Angiel, Local 14
Instructional Perseverance Award -Local 16, Louisiana and Mississippi

The following are excerpts drawn from nomination letters that NEIEP received…

**RANDY KAPE, LOCAL 85**

Randy Kape has been an Instructor and part of NEIEP for more years than all the teachers and the Local JAC have put together. He taught Year 4 last year. Not only did everyone in the class pass, but they were extremely knowledgeable of all facets of circuit tracing and solid state.

Devoted to teaching and his students, he makes himself available one hour before and at least one hour after each class, which does not include the amount of time he takes to meet with students during the week and even on weekends. Randy is always willing to donate his time to help students become the best Elevator Constructors they can be.

**MICHAEL MOORE, LOCAL 8**

(Year 4, Mechanic Exam Review, Make-up classes and substitute)

Michael Moore has been teaching for NEIEP since 1989. He recently taught Year 4 but has also instructed apprentices in year 2 as well as the Mechanic Exam Review. He undoubtedly has a special rapport with his students and is the most requested Instructor for Year 4 and the MX Review. He also tutors students that need individual attention for the Mechanic Exam.

Mike has also taught MTRS and Continuing Education classes and currently serves on the Local JATC. He was also an important contributor to the original questions for the Mechanics Exam for Module 15 when Solid State was added.

**JIM BUNNING, LOCAL 25**

Jim Bunning earned an Instructor of the Year distinction once before during the 1992-93 school season and has continued his high quality of instruction and devotion to the development of this program to receive the honor again this year. Jim has worked for Schindler (formerly Westinghouse) for almost 30 years in the Denver area. He started out teaching Module 10, Circuit Tracing, in the old system and has enjoyed teaching elective courses throughout the years as well. Currently Jim is a Year 4 instructor in Local 25.

Jim participated in the first Solid State Workshop in 1987 and has since spent several years making the trip to New England to instruct the Motor Lab Workshop. His contributions to the program exceed our expectations, as he has been instrumental in coordinating and providing input on a number of NEIEP instructional offerings and publications, most recently supplying a number of images used in Issues #2 and #3 of LIFT Magazine and composing an article on the resistance controlled DC door operator for issue #3.

Jim’s students benefit from his willingness to share his passion for the trade. His colleagues in Local 25 note his time spent after class to help students understand the often complicated Year 4 curriculum. He is known for including “artifacts” from the field in his presentation, bringing his subjects to life as he shows his students circuits from his own experience and how the elevator functions with these circuits in play. Jim Bunning
sets an example for others in our program to emulate.

RANDY JOHNSON, LOCAL 28
Randy Johnson follows his family tradition in the elevator industry and is the second of three generations to do so. He has been a NEIEP instructor for eleven years and has taught nearly every unit in the Apprenticeship program. Randy personifies what a National Elevator Industry Educational Program instructor should be and is a dedicated instructor in the classroom as well as in the field.

In addition to his work as a NEIEP instructor, Randy has contributed to his local in many ways: as an E-Board member of Local 28, a JAC co-chairman, a delegate to the last three International Conventions representing Local 28; a member of the last two local resolutions committees, and also a member of the committee for the last Local expense agreement. He makes time for a good deal of NEIEP-related responsibilities but always with the thought in mind that Randy really wants our apprentices to learn and understand the elevator trade.

DAVID ANGIEL (Year 2), LOCAL 14
David Angiel brings over 35 years of experience into the classroom. His in-depth knowledge helps him to relate everyday elevator problems to the classroom material. David goes out of his way to help students on an individual basis, explaining the material in a practical, easily understood manner.

In addition, David has been an Instructor as well as a NEIEP Committee Member for many years and was a JAC member since the inception of the apprenticeship program. Currently enjoying his retirement, Dave continues to contribute to the industry as a QEI Inspector.

Instructional Perseverance Award - Local 16, Louisiana and Mississippi
This year NEIEP would like to recognize an entire group of Instructors from one Local that made remarkable efforts despite tremendous circumstances. All Local 16 Instructors in Louisiana and Mississippi continued their work in the classroom amid the devastation that consumed that part of our country. Their joint display of dedication to their students and to NEIEP’s educational program, despite having to attend to their own personal dilemmas, is admirable.

It is with great pride that NEIEP honors the Local 16 instructors with the presentation of NEIEP’s first Instructional Perseverance Award that represents our appreciation for your collective dedication over the past year.

MISSING REQUIREMENTS
We cannot stress enough how important it is to begin correcting attendance and unit examination issues now. In an effort to assist Committees, Instructors, and students with this process NEIEP has created several convenient reporting tools.

The Missing Requirements Report is available to Committee Members and Instructors on the NEIEP website, www.neiep.org. This report is designed to list all of the season’s requirements not met to date. This includes hours and unit examinations.

Quick tip for Committee Members: Customize the report- Click on the column headers to sort the report results. (For example, click on the title “ClassName” to sort the information by class). You can click a second time to sort in reverse order or sort by multiple columns by clicking on multiple headers.

The Attendance Summary Report is designed to display student participation information by class. This report lists each students’ attendance and unit examination records to date for the season.

Please remember to remind students they can view their own progress and missing requirements throughout the season by logging onto the NEIEP website.
ADVANCED TRAIN THE TRAINER COURSE: ENCOURAGING INSTRUCTORS TO GROW

With spring right around the corner, NEIEP is preparing for another Advanced Train the Trainer Course (ATTTC) with educational consultants Andy DiPaolo and Ron Boehm. A number of participants will be traveling to Warwick, RI, April 26–May 1, for a few days filled with many opportunities to grow professionally.

Invitations to attend the training seminars have been sent out. If you have not yet responded either to accept or decline attendance, please contact NEIEP as soon as possible. Past attendees have given positive feedback on their experience. Instructors who will join us at the end of April will be taking advantage of a unique seminar centered not only on an educator’s role and time in the classroom but also focused on the situations and experiences more specifically relevant to a NEIEP Instructor.

Information presented to attending Instructors covers a variety of topics including PowerPoint presentation and understanding how to incorporate it into lesson planning; considering and discussing each instructor’s best and worst teaching experiences, and reflecting on what can be learned from them; and using the seminar to refresh instructors’ understanding of what students’ needs are and how to keep up with new students to keep the learning experience fresh. This is a rare instance when Instructors from all over the country are able to collaborate and evaluate the effect of their choices and actions on their students while actively considering their own personal development that results from being a NEIEP Instructor.

LULA: A NEW CONTINUING EDUCATION COURSE

A new addition to our Continuing Education series is the Limited Use Limited Access course which is composed of two units: Residential and LULA Elevators and Residential and LULA Platform and Chair Lifts. The material covers Residential and Limited Use/Limited Access (LULA) elevators, residential and vertical platform lifts, and Residential and LULA platform and chair lifts. Code references made come from ASME code sections A 17.1 and A 18.1.

Mechanics will gain an understanding of the components of LULA applications, installation, and code-specific differences that set LULAs apart and place them in a separate category. As with all Continuing Education courses, the LULA course is only available to Mechanics and is completely free to take. The course materials are currently available for those who would like to review them. Official course offerings will come in the Fall of 2007.

The following is an excerpt from Unit 1: Residential and LULA Elevators.

“At one time many obstacles prevented the construction of short-distance transportation for individuals requiring mobility assistance; however, as the need for this assistance has grown, the current demand is being filled by Limited Use/Limited Access elevators and lifts... Many new homes include an elevator option in the planning stage. The need for handicapped lifts and the issuing of building code requirements insuring that people with disabilities would have access to public places has created a new market and a motive to design and provide these special use lifts.”

ONLINE INSTRUCTOR PROFESSIONAL DEVELOPMENT

There is current development on a new opportunity that will be made available to all Instructors in the future, all of which will be completely accessible via the Internet. Since NEIEP Instructors come from a variety of different backgrounds, we tried to design a program that would encompass a broad range of individuals; including those who are very computer-oriented and those who may only have little knowledge about computers and computer software. With that in mind a series of lessons and videos are under production to assist both first year as well as veteran Instructors.

The course can be completed on a flexible schedule and can be viewed as a basic guide that will help new Instructors gain insight on their responsibilities from how to navigate the NEIEP website to use of the Electralab Simulators. For veteran Instructors, this program can be used to brush up on his or her use and knowledge of PowerPoint and Adobe Acrobat Reader. Some of the topics include creating a PowerPoint from scratch, how to add animation to slides, and how to search multiple student manual PDF files for a specific topic. As for administrative purposes, Instructors will be shown how to properly fill out the attendance and grade forms on the NEIEP website, which will ensure better accuracy.

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From the Accounting Department:
Please Help Keep Our Records Up-to-Date

Committee Chairmen and co-Chairmen can assist the accounting department in ensuring that important documents are filled out correctly and submitted to the NEIEP Office. The following list details some helpful procedures that JACs can perform to make sure NEIEP has correct information for the local programs:

- We must have a current NEIEP Contract Form on hand at all times. We are receiving paperwork where Chairmen-Co-Chairman names do not match to the NEIEP Contract we have on file.
- Locals must register classes to the exact site where the classes are to be held. If that particular site does not appear, they must contact NEIEP to have that site added.
- If a Local uses the NEIEP Lease Form and does not have the exclusive use of that particular site at all times, they must specify what days, times, etc., that their classes will be held.

NEIEP appreciates the hard work of Local Committees. As the year is quickly coming to a close, adding these items to your list of duties will support the proper administration of your program. Please contact Jan at extension 12 with any questions.

Professional Development (continued)

Current Instructors have been chosen to test the materials and provide input that will make the learning elements as dynamic and user-friendly as possible for all participating Instructors. Once this course has been released, NEIEP hopes that by having it available to our Instructors they will be better prepared for the classroom in addition to having an easily accessible tool 24 hours a day. Registration details are forthcoming.

Makeup Classes

Several Locals have already registered their makeup classes for the 2006/2007 season. If you have not registered your make-up classes for this season please remember makeup classes must be submitted to NEIEP via the Class Builder for approval prior to the first night of class. Makeup classes may begin in March and must be completed prior to the Year-End Final Examination administration in your local.

Classroom Makeup:
Each Local may register four (4) four hour makeup sessions totaling sixteen hours per site.

Distance Learning Makeup:
Each Local may register three (3) four hour makeup sessions per site.

NEIEP Calendar Important Dates for Spring 2007

March
March 23 Direct Deposit of Instructor Pay

April
April 23 Direct Deposit of Instructor Pay
April 26-May 1 Advanced Train the Trainer Seminars – Warwick, RI

May
1st Week NEIEP mails out Pre-registration packets to Committees
May 23 Direct Deposit of Instructor Pay
May 28 Memorial Day Holiday – NEIEP closed