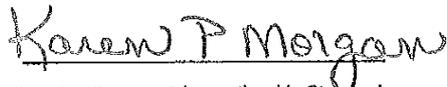


DEPARTMENT OF WORKFORCE DEVELOPMENT
BUREAU OF APPRENTICESHIP STANDARDS

MADISON, WISCONSIN

STATE APPRENTICESHIP STANDARDS
FOR THE
IRON WORKER AND ASSEMBLER, METAL BUILDING TRADES



Director, Bureau of Apprenticeship Standards



Co-chair



Co-chair

APPROVED AND ADOPTED
November 2, 2005

Revised October 26, 2012

- D. Exceptions to these requirements can be made by the BAS in order to expand female and minority participation on committees.
- E. The BAS may also designate consultant members to serve as non-voting members, as needed. The WTCS representatives, industry apprenticeship coordinators, instructors and other interested parties in the apprenticeship program may advise and consult with state committee, but they are not allowed to serve as voting members
- F. The State Ironworker Apprenticeship Advisory Committee generally meets at least twice each year and their membership includes equal numbers of employer and employee members who have been nominated by organizations involved at the local committee level
- G. The committee operates on a consensus based decision-making process. This means that there may be concerns after discussion, but the committee members may consent to the proposal anyway and allow it to be adopted. Therefore, reaching consensus does not assume that everyone must be in complete agreement, but that all members can live with the decision. When the committee cannot reach consensus, the BAS will make the final decision.
- H. The Bureau may remove a person from membership on a committee for one or more of the following reasons:
 - 1) Failure to attend at least 75% of the committee meetings over the term of the appointment, unless excused by the Bureau for good cause.
 - 2) Failure to meet the membership requirements under paragraph II C unless an exception is granted under II D as noted above.
 - 3) Violation of any state apprenticeship statute, rule or standard.
- I. Vacancies may be filled, or representatives changed in term, at the request of the appropriate association.

III. Duties of the State Ironworker Apprenticeship Advisory Committee

- A. Recommend/advise on policy and/or program changes in the trade.
- B. Formulate minimum state standards (and review them every five years) for the trade and make recommendations on changes to the Bureau including:
 - 1) the period of training
 - 2) minimum work process requirements
 - 3) related instruction
 - 4) probation period
 - 5) employer requirements to serve as a trainer
 - 6) journey level worker/apprentice ratios
 - 7) apprentice reviews
 - 8) apprentice selection process (AA/EEO requirements)
 - 9) local committee review-assist local committees and/or sponsors in developing selection procedures which are bias free and which ensure minorities and women are considered

- C. Recommend curriculum, related instruction and delivery service requirements for the trade to the Bureau and the Wisconsin Technical College System (WTCS).
- D. Prepare policies for participating trades on proficiency assessment and testing devices for work experience and course work to be utilized by sponsors in determining credit for previous experience and education.
- E. Review and monitor local committee operations and activity levels and recommend changes in operations where appropriate, including Affirmative Action and Equal Employment Opportunity. (AA/EEO).
- F. Prepare an apprentice layoff/transfer policy and procedures and assist sponsors in its proper use.
- G. Assist sponsors to work out programmatic and administrative problems.
- H. Assist in the formation and promotion of local committee structures where they currently do not exist.
- I. Assume statewide leadership for the purpose of improving conditions and expanding the number of employers using apprentices in the trade
- J. Assume statewide leadership for the purpose of improving conditions and expanding the number of employers using apprentices in the trade.
- K. Support the state program of training for apprentices.
- L. Prepare a policy for the trade on proficiency assessment/testing (for work experience and course work) to be utilized by local committees in determining apprenticeship credit for previous experience/education.
- M. Review and monitor local committee activity levels (including biennial reports) and recommend changes in AA/EEO operations where appropriate.
- N. The committee will follow these operational guidelines:
- O. Meet at least a minimum of two times a year.
- P. Elect of the Committee co-chairs; an employer representative and an employee representative.
- Q. Conduct meetings in conformity with Wisconsin open meeting law.
- R. A meeting quorum exists when at least two employer and two employee representatives are present.
- S. Official meeting minutes will be prepared by the Bureau of Apprenticeship Standards.
- T. Committee recommendations will be made by consensus.

IV. Personnel of Local Committees

Local Apprenticeship Committees, either joint or non-joint, are created much the same as State Ironworker Apprenticeship Advisory Committee. Each local committee has a minimum of four (4) voting members, generally comprised of employer and employee members.