



VISION

To be a leader in education
... for learning, for earning,
for life!

MISSION

Working as one, Howard
College builds communities
through quality, innovative
education for lifelong
learning.

MOTTO

Howard College ... for
Learning, for Earning, for Life!

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BUSINESS/INDUSTRY TRAINING SERVICES The Workforce Training Division focuses on work-related training including:

- Customized training created in a wide range of topics for business and industry, delivered at the client's site or on campus, at hours convenient to the client.
- General business training in topics such as Time Management, Conflict Resolution, Team Building, and Communication Skills.
- Computer skills for first time users, Microsoft Office Word, Excel, and Access from beginning to advanced, and Photoshop.
- Safety and Quality training topics include OSHA 10 and 30 hour courses for general industry, CPR/First Aide/AED, EMS Update, Forklift certification for sit down counter balance, narrow aisle, and powered hand trucks, and ISO90001.
- Technical training in Shielded Metal Arc Welding, Gas Metal Arc Welding, Pipe Welding, Gas Tungsten Arc Welding, and Hydraulics.
- Nurse Aide, Phlebotomy Technician, Medication Aide, Pharmacy Technician.

OTHER SERVICES The Skills Development Fund, Administered by the Texas Workforce Commission, is Texas' premier job-training program providing training dollars for Texas businesses and workers. Success is achieved through collaboration among businesses, public Community and Technical colleges, Local Workforce Development Boards and economic development partners.

How does it work? A business, consortium of businesses, or trade union identifies a training need, and then partners with a public Community or Technical college to fill its specific needs. College partners work with businesses to submit proposals, develop curricula, and conduct training.

The Skills Development Fund pays for the training, the college administers the grant, and businesses create new jobs and improve the skills of their new and existing workers. Under the Skills Development Fund program, businesses gain a more highly trained workforce, workers upgrade their skills, and the Texas economy is strengthened to remain competitive in a global economy.

SKILLS DEVELOPMENT FUND GRANT ACCOMPLISHMENTS

Over 28 companies have been partners in
Skills Development Fund Grants totaling **\$3,107,943**

"The Skills Development Fund Grant was a huge benefit both to our company and to the individual growth of our employees. Our training, from computers, to safety, to executive leadership, was as diverse as those who benefited from it. There is no possible way in the current economic climate we would have been able to otherwise provide this level of training on our own. Thanks to Jamie and her team at HC for making a very in depth process seem easy."

*Tiffany Lange, HR Manager
Gandy Ink Screen Printing and Embroidery*

"The SDFG has been a major factor in assuring our employees received top quality training, contributing directly to our company's success."

*Sherry Rainwater, Human Resources Director
Templeton Construction Co.*

"The grant funds were invaluable to our small business. We were able to send all of our employees to at least one type of much-needed training instead of just senior employees, which is typically all we can afford. It gave the other employees a chance to increase their skill base and knowledge which will help them move up in the company."

*Lauren Shrum, CFO
Communications Etc.*