



To Whom It May Concern:

My name is Mark Hultgren and I work for the Minnesota Department of Corrections as a Network Cabling instructor. We implemented the C-TECH program in April of 2002. Currently we teach the copper and fiber optic programs. C-TECH has been an important program in the DOC. It offers the students the opportunity to gain valuable technical skills that will help them secure employment in a field where they can make a livable wage. I have also found that students completing the program develop a sense of self worth and a feeling of accomplishment, which will help make them more productive members of society.

Being a correctional facility one of our main concerns with doing the C-TECH course was how we would deal with the tools. As you can imagine, this can be a big security issue. We worked very closely with security and asked them how we could make this work. The security staff helped us develop a procedure for handling the tools. All tools are under lock and key until they are needed for class. The instructor checks out tools from security for the class. The students are then assigned sets of tools, which are numbered. No one is allowed to enter or leave class while tools are out. Keeping everyone in class when tools are in use is very important. We enforce this rule very strictly. We let the students know when class starts that if they leave the room when tools are in use, they will be terminated no matter what the reason is that they walked out of the classroom. We have also modified how we handle the applicator tips. Rather than give these out to every student, we only use three for the entire class. This has made it much easier to keep track of. Once we are done using the tools, the students are responsible for turning in the tools that were assigned to them. This is checked and verified by both the instructor and security. This procedure has worked very well for us. We have been running the class for almost three years now and have not had a single incident. Although the tools will always be a concern, the class can run very efficiently with the proper checks in place.

The C-TECH course has been very successful for us. The students love the course and we always have a waiting list of at least 75 students wanting to get into the class. The students are able to learn a trade in a short period of time, which is ideal for our environment. My working relationship with C-TECH has been a very good one. C-TECH is excellent to work with. They are very accommodating and have always been willing to work with us. They have a good understanding of the special problems that can arise when teaching this course in a correctional facility. We have been extremely happy with the program and I look forward to a continued partnership with C-TECH in the future. If you have any questions, please feel free to contact me.

Sincerely

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