



Automotive Technology

Instructional Program Review May 2014

Approved by the Academic Senate October 28, 2014

Automotive Technology Instructional Program Review

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Section I. Academic Planning

I. Program Overview, Program Objectives, Program Student Learning Outcomes

A. Description:

The Automotive Program includes courses that fulfill Career Technical Education and Non-Transfer Associate Degree General Education Requirements. The Automotive Program offers the following degrees and certificates:

- Associates in Science in Automotive Technology
- Certificate of Achievement Engine Repair
- Certificate of Achievement Advanced Mechanics
- Certificate of Accomplishment General Mechanics
- Certificate of Accomplishment Electrical

The Automotive Technology Program is designed to prepare the student with the necessary skills to acquire an entry-level position in the automotive industry. The program is also designed to assist those already employed in the industry and those in the community to improve their skills. The Automotive Program offers course work in engine repair, chassis electrical, automatic transmissions and other components. The program was recently approved by the California State Bureau of Automotive Repair (BAR) to teach courses for students to earn their smog certificate. The curriculum is updated with the assistance of an advisory committee that includes members from industry.

The adopted program level student learning outcomes for the Automotive Program include:

Associates in Science in Automotive Technology Student Learning Outcomes

1. Diagnose a specific automotive malfunction; execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform general maintenance and upkeep procedures on a variety of automobiles.

Certificate of Achievement-Engine Repair Student Learning Outcomes

1. Diagnose various automotive engine system malfunctions; execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
3. Perform standard documentation found on automotive repair orders.

Certificate of Achievement-Advanced Mechanics Student Learning Outcomes

1. Diagnose common automotive drivetrain malfunctions; execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
3. Perform standard documentation found on automotive repair orders.

Certificate of Accomplishment-General Mechanics Student Learning Outcomes

1. Diagnose basic automotive chassis system malfunctions; execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform automotive preventative maintenance according to industry standards,
3. Perform standard documentation found on automotive repair orders.

Certificate of Accomplishment-Electrical Student Learning Outcomes

1. Diagnose basic automotive electrical system malfunctions; execute appropriate corrective steps and verify the problem has been resolved.
2. Perform preventative maintenance and basic electrical system testing to verify proper operation of automotive starting, charging, and lighting systems.

B. Evaluation:

The Automotive Program student learning outcomes are assessed each semester and entered into WEAVE, the online application utilized by the college for tracking student learning outcome assessment and integrating those outcomes into institutional planning.

The Automotive Program student learning outcomes nicely reflect the institutional student learning outcomes in the following manner:

- 1. Communication-** Automotive students are required to demonstrate communication skills in several ways. Each course requires documentation that is found on standard repair orders. This includes a written description of the repair that is performed. Students must also complete lab sheets and describe in detail what lab activity they are completing and what corrective action is needed.
- 2. Critical Thinking-** Students in the automotive program demonstrate critical thinking skills in many different ways. Students must apply theory to hands-on work on every lab project they complete. Students that do not utilize their critical thinking skills effectively do not perform lab activities successfully.
- 3. Life Long Learning-** Many automotive students take courses to learn how to repair and maintain their own vehicles.
- 4. Personal/Interpersonal Responsibility-** Most automotive students take automotive courses for career training. Much of what we teach centers around personal and professional integrity. When students perform lab work it nearly always involves working with a partner or a group. This helps them to interact with other students as well as promotes integrity.

Planning Agenda:

None

II. STUDENT OUTCOMES

A. Trends and Patterns in Student Outcomes

Description:

Degrees and Certificates Awarded

	2012-2013	2011-2012	2010-2011	2009-2010
A.S. Automotive Technology	0	0	0	2

Transfer numbers for the last four years

Not Applicable

Success Data for the Last Four Years

Success	2009-2010	2010-2011	2011-2012	2012-2013
AT-20		68%		90%
AT-21	49%	44%		72%
AT-23	80%	79%		67%
AT-24	71%		73%	
AT-25	94%	75%	72%	
AT-26		89%		100%
AT-27	75%		53%	50%
AT-28	58%		72%	50%
AT-30	38%	50%		67%
AT-32		90%	62%	
AT-33			62%	
AT-36		90%	75%	85%
AT-37			78%	43%
AT-38			80%	80%
AT-49	50%	50%	0%	
AT-49A				100%
AT-50				80%

**Table IV
Retention Data for the Last Four Years**

Retention	2009-2010	2010-2011	2011-2012	2012-2013
AT-20		92%		90%
AT-21	65%	72%		89%
AT-23	84%	87%		85%
AT-24	79%		100%	
AT-25	95%	88%	100%	
AT-26		90%		100%
AT-27	78%		89%	70%
AT-28	77%		100%	50%
AT-30	74%	88%		83%
AT-32		100%	77%	
AT-33			93%	

AT-36		95%	83%	88%
AT-37			100%	62%
AT-38			90%	100%
AT-49	100%	75%	100%	
AT-49A				100%
AT-50				100%

Enrollment Patterns for the Last Four Years

Enrollment	2009-2010	2010-2011	2011-2012	2012-2013
AT-20		26		10
AT-21	37	25		18
AT-23	19	15		13
AT-24	19		12	
AT-25	19	16	20	
AT-26		10		8
AT-27	18		19	20
AT-28	13		19	16
AT-30	19	17		18
AT-32		10	13	
AT-33			14	
AT-36		20	12	33
AT-37			9	21
AT-38			10	10
AT-49	2	4	2	
AT-49A				1
AT-50				10

Evaluation:

There has been two A.S. degrees in Automotive Technology in the last four years. There has been seven Automotive Certificates earned in the last two years. While not certain of the reason for the low number of degrees, one can speculate that previous students were enrolled for personal enrichment as opposed to those enrolled for a career path. The number of degrees to be awarded is on the increase as three students are on track to earn their degree this year.

Student success for the automotive program averages about the 70th percentile. Poor attendance is a factor for the lower success rate.

Student retention for the automotive program averages in the mid-80th percentile over the last four years.

Enrollment patterns have declined for the automotive program over the last four years. One reason for this is in January 2013 the California Board of Governors approved legislation prohibiting repeating a

course. Some of the automotive students prior to this were repeat students. Enrollment in the fall 2014 semester has increased and can be partially attributed to recruitment efforts at the local high schools.

Planning Agenda:

1. Concentrate recruiting efforts on students who are career bound as opposed to those who take auto courses for personal enrichment. Career students may be more likely to earn an A.S. degree.
2. Poll students to find ways to increase student success. Is there anything such as scheduling that would make it easier for students to succeed?
3. Recruit students from area high schools to increase enrollment.

B. Student learning Outcome Assessment

Program Student Learning Outcomes (PSLOs)

Outcomes have been developed for each program degree and certificate in Automotive Technology. The following section outlines the alignment of student learning outcomes (SLOs) that curriculum map into the PSLOs. The measurement of PSLOs occurs on an annual basis and is assessed by a ratio of SLO achievement during the academic year. The achievement target for all PSLOs has been set at 0.75.

PROGRAM: AT (AS)

PROGRAM TITLE: Associate in Science Degree Automotive Technology

Course SLOs	PSLO 1	PSLO 2
	Diagnose a specific automotive malfunction; execute the appropriate corrective steps and verify the problem has been resolved.	Perform general maintenance and upkeep procedures on a variety of automobiles.
AT-50	1	1
AT-54	1	1, 2
AT-56	1	
AT-58	1, 2, 3	
AT-60		1
AT-66	1	
AT-68	1, 2, 3	
AT-70	1	
AT-72	1	
AT-74	1, 2	
AT-80		1
AT-82	1	
AT-84	1, 2	

PROGRAM: AT (CTA)
PROGRAM TITLE: Certificate of Achievement Engine Repair

Course SLOs	PSLO 1	PSLO 2	PLSO 3
	Diagnose various automotive engine system malfunctions: execute the appropriate corrective steps and verify the problem has been resolved.	Perform automotive preventative maintenance according to industry standards.	Perform standard documentation found on automotive repair orders.
AT-50		1	
AT-58	1, 2, 3		
AT-70			1
AT-72	1		
AT-74	1		
AT-76	1	2	

PROGRAM: AT (CTA)
PROGRAM TITLE: Certificate of Achievement Advanced Mechanics

Course SLOs	PSLO 1	PSLO 2	PLSO 3
	Diagnose common automotive drivetrain malfunctions, execute the appropriate corrective steps and verify the problem has been resolved.	2 Perform automotive preventative maintenance according to industry standards.	3 Perform standard documentation found on automotive repair orders.
AT-50	1		
AT-54	1	2	
AT-56	1	2	
AT-58	1		3
AT-60	1		
AT-66	1		
AT-68	1, 2		
AT-70	1		1

PROGRAM: AT (CTA)

PROGRAM TITLE: Certificate of Accomplishment – General Mechanics

Course SLOs	PSLO 1	PSLO 2	PLSO 3
	Diagnose basic automotive chassis system malfunctions; execute the appropriate corrective steps and verify the problem has been resolved.	Perform automotive preventative maintenance according to industry standards	Perform standard documentation found on automotive repair orders.
AT-50		2	
AT-54	1		
AT-56	1		2
AT-60	1, 2		
AT-64	1		

PROGRAM: AT (CTA)

PROGRAM TITLE: Certificate of Accomplishment – Electrical

Course SLOs	PSLO 1	PSLO 2
	Diagnose basic automotive electrical system malfunctions; execute the appropriate corrective steps and verify the problem has been resolved.	Perform preventative maintenance and basic electrical system testing to verify proper operation of automotive starting, charging, and lighting systems.
AT-50	1	
AT-80	1	
AT-82		1
AT-84	1	2

The 2012-2013 results showed that of the five programs assessed each met the achievement target.

C. Student Evaluation Summary

The student survey portion of the evaluation procedure is designed to solicit comments concerning the program only, and is not an evaluation of instructors (See Attachment F, Student Survey).

An anonymous questionnaire is considered to be the most effective format. This will encourage the students to be frank in their responses. The student evaluation will be scheduled and administered by the Office of Instruction during March of each instructional review process. The Office of Instruction staff will consult with the members of the self-evaluation group to determine the student sampling and consider any program-specific revisions to the student survey. The sampling will consist of a minimum of three core courses and other courses as selected by the self-evaluation team. (Example: The basic skills program might wish to survey courses with high enrollment of former basic skills students.)

Student's Educational Goal

Course	Transfer To 4 yr.	Transfer To CC	AA/AS	Certificate Ach/Acc.	Job Requirement	Continuing Education	Personal Development
AT 58	50%	0%	75%	50%	0%	50%	75%
AT 60	22%	0%	100%	78%	11%	33%	33%
AT 88	0%	0%	67%	33%	0%	33%	100%

Student's Reason for Taking Course

Course	Core Requirement	Degree Elective	General Education	Job Requirement	Continuing Education	Personal Development
AT 58	75%	50%	0%	0%	100%	100%
AT 60	89%	11%	0%	0%	11%	44%
AT 88	33%	33%	0%	0%	33%	100%

General Questions

Course	Catalog/Schedule Accurate?	Scheduling Order explained?	Cost beyond Book explained?	Textbook required?	Was Textbook Used Adequately?	Syllabus Provided?	Syllabus Identify SLO's?
AT 58	100%	100%	75%	100%	100%	100%	100%
AT 60	100%	78%	78%	100%	100%	100%	100%
AT 88	100%	33%	67%	100%	100%	100%	100%

Scheduling Times

Course	Current Schedule Met Needs	Needed Mornings	Needed Afternoon	Needed Evening	Needed 1 Day A Week	Needed Summer	Needed Week-Ends
AT 58	100%						
AT 60	78%	11%			11%		11%
AT 88	33%		33%	33%			

Scheduling Conflicts

Course	No Conflicts	Conflicted With Core Course	Conflicted With Elective	Conflicted With GE
AT 58	100%			
AT 60	89%	11%	11%	11%
AT 88	67%		33%	

Facilities

Course	Access to Facilities Provided	Temperature was Comfortable	Lighting was Adequate	Furniture was Adequate
AT 58	100%	100%	100%	75% 25% Need Tables
AT 60	100%	63% 37% Too Hot	50% 25% Too Bright 25% Too Dark	25% 75% Need Tables
AT 88	100%	33% 33% Too Hot	67% 33% Too Dark	67% 33% Need Tables

Equipment

Course	Sufficient Equipment	Sufficient Time On Equipment	Equipment Up-to-Date	Equipment In Good Condition
AT 58	100%	100%	100%	100%
AT 60	89% 11% Insufficient	100%	78% 22% Out Dated	100%
AT 88	100%	100%	0% 100% Outdated	100%

Evaluation:

Students were generally satisfied with the automotive program according to the survey. Students were concerned about the desks in the classroom and the temperature of the shop.

Planning Agenda:

4. Implement plan for replacing the desks in the classroom with tables and chairs.
5. Implement plan for installing swamp coolers in shop for hot weather.

III. CURRICULUM

A. Degrees and/or Certificates

Description:

- Associate in Science in Automotive Technology
- Certificate of Achievement-Engine Repair
- Certificate of Achievement-Advanced Mechanic
- Certificate of Accomplishment-General Mechanics
- Certificate of Accomplishment-Electrical

See Appendix "C" for requirements for specific degrees and certificates

See Appendix "D" for two-year plan

Evaluation:

The automotive curriculum provides multiple pathways for students. They have the option of earning their A.S. degree by completing the core automotive courses as well as the required general education courses. Students also have the option of taking only automotive

courses to earn various certificates.

All of the automotive certificates were rewritten in the last year. However, in March of this year, the California Bureau of Automotive Repair approved the Lassen College Automotive Program to teach emission courses so students can earn their smog license. It will be appropriate to add a new certificate when the new smog courses are written and approved.

The automotive advisory committee is a critical part of updating degrees, certificates, and curriculum. The last meeting was held May 22, 2013. A meeting will be scheduled before the end of the semester. The advisory committee recommended the addition of a diesel course to the automotive program. A diesel course has been written and approved. The course will be offered for the first time in the fall of 2014.

New automotive certificates were written in part due to advisory committee recommendations about keeping up with industry demand. Recent updating of the automotive degree, certificates, and curriculum assures that students will have the skillset to meet employer needs.

An advisory board meeting was held in July 2014 in email format. Topics discussed were acquiring a diesel engine or vehicle for the diesel class and expanding the smog courses. All who responded gave support for expanding the smog courses and said they would be on the lookout for a possible diesel donation to the auto program.

Planning Agenda:

- 6. Create a new certificate as smog courses are written and approved.

B Courses

Description:

Every automotive course has been reviewed and updated over the last four years. The Common Course Identification System (C-ID) has required that all the automotive courses be renumbered as none are transferable. During this process the course content was updated as needed. The following courses were added:

- AT 60 Shop Management and Service Writer
- AT 64 Diesel Repair and Maintenance
- AT 91 Smog Check Training Level 2 28 Hour Course

The following documents when all the courses were reviewed:

Status of Curriculum Review April 10, 2014

Course	Curriculum Committee Review Completed	Curriculum Committee Review <u>Not</u> Completed
AT-50 Car Care Basics	04/22/2014	
AT-54 Brakes	04/22/2014	

AT-56 Steering and Suspension	04/22/2014	
AT-58 Automotive Heating and Air Conditioning	04/22/2014	
AT-60 Shop Management and Service Writer	04/22/2014	
AT-64 Diesel Repair and Maintenance	04/22/2014	
AT-66 Manual Drive Train	04/22/2014	
AT-68 Automatic Transmissions	04/22/2014	
AT-70 General Automotive Lab	04/22/2014	
AT-72 Engine Repair and Machining-Short Block	04/22/2014	
AT-74 Engine Repair and Machining-Cylinder Heads	04/22/2014	
AT-76 Automotive Machining Lab	04/22/2014	
AT-80 Basic Electrical	04/22/2014	
AT-82 Engine Performance I	04/22/2014	
AT-84 Engine Performance II	04/22/2014	
AT-88 Vintage Vehicle Repair	04/22/2014	
AT-90 Automotive Survival	04/22/2014	
AT-90A Automotive Survival Lab	04/22/2014	
AT-92 Smog Check Training Level 2 – 32-Hour Course	New Course 04/08/2014	
AS Automotive Technology		
Certificate of Achievement-Engine Repair		
Certificate of Achievement-Advanced Mechanics		
Certificate of Accomplishment-General Mechanics	10/18/2011	

Certificate of Accomplishment-Electrical	04/08/2014	
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Mr. Chad Lewis, Subject Area Faculty Signature

Date

Ms. Cheryl Aschenbach, Curriculum and Academic Standards Committee Chair Signature Date

Dr. Tammy Robinson, Dean of Instructional Services Signature

Date

Evaluation:

Not only were new courses added to the auto curriculum but several courses were retitled and combined. As the content was being reviewed it became clear that several courses could be combined. For example the old electrical courses and the tune up course all taught the same basic electrical theory. It was more practical to teach all of these concepts in a basic electrical course and make this a prerequisite for the more advanced electrical course.

All courses that were either updated a written as new courses also were written using NATEF standards as the guide. As we move toward NATEF certification for the Automotive Program I wanted to make sure the curriculum met NATEF standards.

Courses will continue to be reviewed on a regular basis to assure updated information is being taught.

Planning Agenda:

7. Write new smog courses to give students more options for earning their smog licenses.

C. Scheduling and Enrollment Patterns

Description:

See appendix “D” for the automotive two-year plan.

The diesel course outline was not completed in time to accommodate the original two-year plan. As a result the diesel course was replaced with another course and will be offered the fall of 2014. Except for this change the two-year plan is being followed.

FTE’s by Academic Year

Academic Year	2009-2010	2010-2011	2011-2012	2012-2013
Total FTE’s	29.90	23.97	21.12	17.16

Average Class Size

2009-2010	Day 12.75	Evening 16.6
2010-2011	Day 16.5	Evening 15
2011-2012	Day 14	Evening 12.8

Evaluation:

While the data seems conflicting as to what time of day is more convenient, more students seem to be available in the late afternoon and evening. Courses that are scheduled in the morning conflict with many general education courses. Most automotive courses are now scheduled in the late afternoon and evening.

The drop in FTE's in 2012-2013 may also be contributed to the lack of repeatability that was imposed by Title V changes in the spring of 2013.

In an effort to improve enrollment course have been offered to area high schools in different modalities. Local high school students came to our campus for the Car Care Basics course in the spring of 2014. The basic course was also offered via Polycom to students in Herlong and Big Valley. Five students from Lassen High school are attending classes this fall. Efforts to offer classes to the high schools will definitely continue.

Planning Agenda:

8. Schedule automotive courses late in the afternoon and evening so they will not compete with the general education courses and working students may be more available.

D. Articulation/Integration of Curriculum

Description:

The automotive courses offered at Lassen College do not articulate to any four-year universities. Automotive courses did articulate with two area high schools. However, Lassen High School closed their automotive program the spring of 2013. Those students were enrolled in AT 50 Car Care Basics as college students. The other high school that had an articulation agreement with Lassen College closed their auto program in the fall of 2012.

Evaluation:

No area high schools offer automotive courses to articulate with.

Planning Agenda:

None

E. Equipment

Description:

The IPR update last year featured the following list of tools and equipment that was scheduled for replacement using VTEA funds.

On-car brake lathe	\$1,232
Lathe power drive system	\$2,463
Honda lathe adapter	\$198

Composite adapter kit	\$34
Ford-Dodge 4X4 adapter kit	\$361
Battery conductance tester	\$178
Steering wheel remover set	\$65
Wheel alignment machine	\$24,300
Auto lift for alignment machine	\$20,075
Wheel balancer	\$9,500
Valve refacer	\$7,500
Leak detector-smoke machine	\$2,600
5 gas exhaust analyzer	\$2,600
Press adapter kit	\$1,015
Thread repair kit	\$400
Drill bit set	\$250
Transmission Flush Machine	\$4,515
Tubing flare kit	\$200
Vacuum brake bleeder	\$230
Power steering pressure gauge set	\$100
Transmission pressure gauge set	\$400
Starter and alternator bench tester	\$3,750
Master puller set	\$3,774
Hub puller/Installer	\$800
Shipping Estimated	\$5,000
Tax	\$6,491
Total	\$98,032

All the tools and equipment on this list has been purchased using VTEA funds except the automotive lift for \$34,000 the alignment machine for \$28,300 and the press adaptor set for \$1,015. These items are anticipated to be purchased over the next couple years using VTEA funds.

Evaluation:

As the automotive program continues to grow and be updated, tools and equipment will need to be purchased. The auto program will also need to purchase some tools to be able to teach the smog classes. The auto program is striving to qualify to meet NATEF (National Automotive Technician Education Foundation) standards. Part of these standards is having minimum tools and equipment. When the lift, alignment machine and press adapters are purchased the auto program will have all the minimum tools and equipment to meet NATEF standards.

To teach smog courses effectively a scan tool with a built in 4 channel digital oscilloscope called the Verus will need to be purchased. The cost of this with the needed accessories is about \$12,000.

The auto program utilizes a subscription to a service called Shopkey. Shopkey is an online version of a repair manual for all models of vehicles. Automotive technicians rely heavily on this program to look up vehicle repair information and specifications. The yearly subscription at a discounted rate is about \$1300 per year. It is also a requirement that this service be available for smog courses being taught.

Two of the lifts in the auto shop are in ground air and hydraulic operated. These lifts are very outdated and really need to be updated. One will be replaced with the replacement alignment rack. The other needs to be replaced with an above ground model. The cost for this is about \$18,000.

The steam cleaner we use is about 25 years old and also needs to be replaced. The approximate cost is about \$6,000.

An updated tool list from NATEF revealed a few more tools that will be required for an estimated cost of \$6,000 to \$8,000

Planning Agenda:

- 9. Continue to fund tools and equipment needs thru VTEA funding to complete the purchases required to become NATEF certified.
- 10. Purchase a Verus using VTEA funds when the budget will allow.
- 11. Fund the Shopkey subscription annually.

IV. OUTSIDE COMPLIANCE ISSUES

None.

V. Prioritized Recommendations

SECTION ONE: EDUCATIONAL MASTER PLAN PRIORITY

2013-2014: Automotive Technology Instructional Program Review
Prioritized Recommendations Requiring Institutional Action for Inclusion in Educational Master Plan

Strategic Goal	Planning Agenda Item	Implementation Time	Estimated Cost	Expected Outcome
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2, 4	2. Poll students to find ways to increase student success. Is there anything such as scheduling that would make it easier for students to succeed?	Fall 2014	\$0	Provide student feedback
2, 4	1. Concentrate recruiting efforts on students who are career bound as opposed to those who take auto courses for personal enrichment. Career students may be more likely to earn an A.S. degree.	Ongoing	\$0	Increase certificates and degrees
2, 4	3. Recruit students from area high schools to increase enrollment.	Ongoing	\$0	Increase enrollment
3, 4	5. Implement plan for installing swamp coolers in shop for hot weather.	Spring 2015	\$4500	Improve student learning.
2, 4	6. Create a new smog certificate as smog courses are written and approved.	Fall 2014	\$0	Increased enrollment
2, 4	8. Schedule automotive courses late in the afternoon and evening so they will not compete with the general education courses and working students may be more available.	Fall 2014	\$0	Increase enrollment
2, 4	7. Write more smog courses to give students more options for earning or updating their smog license.	Fall 2014	(1)	Improve student learning
2, 3, 4	9. Continue to fund tools and equipment needs thru VTEA funding to complete the purchases required to become NATEF certified.	Fall 2014	(2)	Improve student learning
2, 3, 4	11. Fund the Shopkey subscription annually.	Fall 2015	\$1300/year	Program requirement
3, 4	4. Implement plan for replacing the desks in the classroom with tables and chairs.	Fall 2014	(1)	Improve student learning
2, 3, 4	10. Purchases a Verus using VTEA funds when the budget will allow.	Fall 2015	\$12,000	Improve student learning

(1) No cost if tables and chairs are available on campus.

(2) Funding currently provided by VTEA funds.

SECTION TWO: HUMAN RESOURCE PLANNING

A. Program Staffing

Description:

The current staff for the auto program is as follows:

Full time faculty: Chad Lewis

Part-time faculty: J.R. Thompson

Classified staff: Rocky Kotaro

Evaluation:

The current staffing levels for the auto program are appropriate however a few changes need to happen. The part-time faculty member moved out of town and is no longer available to teach semester long courses. J.R. is currently the only faculty member who is licensed to teach the smog courses. He remains available to teach short smog courses. Chad is in the process of earning the license necessary to teach smog courses. Another adjunct faculty member needs to be hired to cover J.R.'s teaching load.

Rocky's hours are currently being split with welding. For the most part this works well. The only issue is much of the maintenance on shop equipment is not being performed. This of course will result in early equipment failure. The easy solution would be to allow Rocky to work for a month in the summer in addition to summer scheduled courses to perform this needed work.

Planning Agenda:

12. Hire another part-time faculty.
13. Award Rocky a one month contract in the summer to complete equipment maintenance.

B. Professional Development

Description/ Evaluation:

1. There are many professional development opportunities available at the TEEC center. Full time faculty is able to complete professional development to fulfill flex contract requirements. Copies of flex contracts are available in the Office of Instruction.
2. The full time auto faculty member is also taking the necessary training and testing to earn his smog instructor license from the California Bureau of Automotive Repair. Training and testing is also needed to maintain ASE certification. A stipend should be made available for faculty to pay for licensing and certification.
3. Training is a critical part of keeping up with today's technology in the auto industry. Many vehicles on the road use hybrid technology. More training for hybrid vehicles is required to teach safe repair techniques to students.

Planning Agenda:

14. Provide a stipend for professional licensing and certification requirements.
15. Provide hybrid vehicle training to faculty members.

C. Student Outcomes

Description/ Evaluation:

Describe any results from assessment of learning outcomes that affect human resource planning.

None.

2013-2014: Automotive Technology Instructional Program Review

Prioritized Recommendations Requiring Institutional Action for Inclusion in Human Resource Master Plan

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost	Expected Outcome
3, 4	12. Hire another part time faculty	Spring 2015	\$5,000	Keep class rotation current
3	13. Award Rocky a one month contract in the summer to complete equipment maintenance.	Summer 2015	\$5,000	Prolong equipment life
3	14. Provide a stipend for professional licensing and certification requirements.	Fall 2014	\$500	Help faculty maintain license
2, 3	15. Provide hybrid vehicle training to faculty members.	Fall 2015	\$7,000	Improve curriculum

SECTION THREE: FACILITIES PLANNING

Description/ Evaluation:

1. Students have stated in various surveys that the desks in the classroom are inadequate. Tables and chairs are needed in the classroom.

The tool room and faculty office area need air conditioning. When the weather is hot it is very common for the temperature to be over 80 degrees at the start of the day. Temperatures often exceed 90 degrees in these areas.

The vehicle lifts are also outdated and need replaced. The alignment lift is likely to be funded with VTEA funds the fall of 2014. The other lifts need to be replaced to accommodate modern vehicles and to assure students safety while using the lift.

Planning Agenda:

16. Provide tables and chairs for the classroom
17. Provide a/c for tool room and faculty office space.
18. Replace vehicle lifts.

2013-2014: Automotive Technology Instructional Program Review
 Prioritized Recommendations Requiring Institutional Action for Inclusion in Facilities Master Plan

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost	Expected Outcome
3, 4	16. Provide tables and chairs for the classroom.	Spring 2015	(1)	Improve student learning
3	17. Provide A/C for the tool room and faculty office.	Spring 2015	\$1,000	Improve working conditions
3, 4	18. Replace the vehicle lift.	Fall 2015	\$19,000	Improve student safety

(1) No cost if tables and chairs are available on campus.

SECTION FOUR: TECHNOLOGY PLANNING

Description/ Evaluation:

1 The auto program relies heavily on an internet subscription called Mitchel On Demand. This service provides all repair information for all vehicles. It is basically a service manual for vehicles and includes manufacturer Technical Service Bulletins. This information is critical for students to learn how to access repair information.

Planning Agenda:

16. Fund Mitchel subscription annually.

Prioritized Recommendations for Implementation by Program Staff

2013-2014: Automotive Technology Instructional Program Review

Prioritized Recommendations Requiring Institutional Action for Inclusion in Technology Master Plan

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost	Expected Outcome
2, 3, 4	11. Fund the Shopkey subscription annually.	Fall 2015	\$1,300	Provide students with current Vehicle repair information

Appendix A: Degree and Certificate Student Learning Outcomes

CERTIFICATE OF ACCOMPLISHMENT BASIC MECHANICS

COURSE NUMBER	COURSE TITLE	TOTAL UNITS
AT-50	Introduction to Auto	3
AT-54	Automotive Brakes	3
AT-56	Steering and suspension	3
AT-80	Basic Electrical	3
TOTAL		12 UNITS

Student Learning Outcomes:

Upon completion of the Basic Mechanic Certificate of Accomplishment, the student will be able to:

1. Diagnose basic automotive drivetrain malfunctions, execute the appropriate corrective steps, and verify the malfunction has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
3. Perform standard documentation found on automotive repair orders.

CERTIFICATE OF ACHIEVEMENT ADVANCED MECHANICS

COURSE NUMBER	COURSE TITLE	TOTAL UNITS
AT-50	Introduction to Auto	3
AT-54	Automotive Brakes	3
AT-56	Steering and suspension	3
AT-66	Manual Transmissions, Axles, and Transfer Cases	4
AT-68	Automatic Transmissions	3
AT-70	General Auto Lab	2
AT-58	Automotive Heating and A/C	3
AT-60	Shop Management/Service Writer	2
TOTAL		23 UNITS

Student Learning Outcomes:

Upon completion of the Advanced Mechanic Certificate of Achievement, the student will be able to:

1. Diagnose common automotive drivetrain malfunctions, execute the appropriate corrective steps, and verify the malfunction has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
3. Perform standard documentation found on automotive repair orders.

CERTIFICATE OF ACHIEVEMENT ENGINE REPAIR

NEW COURSE NUMBER	EXISTING COURSE NUMBER	COURSE TITLE	TOTAL UNITS
AT-50	AT-20	Introduction to Auto	3
AT-70	AT-36	General Auto Lab	2
AT-72	AT-21 AT-38	Engine Repair-Blocks	4
AT-74	AT-21	Engine Repair-Cylinder Heads	3
AT-76	AT-37	Automotive Machine	2
		Math 53	3
AT-58	AT-32	Automotive Heating and A/C	3
AT-60	NONE	Shop Management/Service Writer	2
		Elective *	3
TOTAL			25 UNITS

* Elective choices are:

AT-62 Hydraulics/Basic Farm Machinery (in development)

AT-64 Diesel Repair and Maintenance (in development)

AT-60 Shop Management/Service Writer

AT-52 Vintage Vehicle Repair

Certificate Student Learning Outcomes

Upon completion of the Engine Repair Certificate of Achievement, the student will be able to:

1. Diagnose various automotive engine system malfunctions: execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
3. Perform standard documentation found on automotive repair orders.

CERTIFICATE OF ACCOMPLISHMENT GENERAL MECHANICS

COURSE NUMBER	COURSE TITLE	TOTAL UNITS
AT-50	Introduction to Auto	3
AT-54	Automotive Brakes	3
AT-56	Steering and Suspension	3
AT-64	Diesel Repair and Maintenance	3
AT-60	Shop Management/Service Advisor	2
TOTAL		14 UNITS

Certificate Student Learning Outcomes

Upon completion of the General Mechanics Certificate of Accomplishment, the student will be able to:

1. Diagnose basic automotive chassis system malfunctions: execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
3. Perform standard documentation found on automotive repair orders.

CERTIFICATE OF ACCOMPLISHMENT ELECTRICAL

COURSE NUMBER	COURSE TITLE	TOTAL UNITS
AT-50	Introduction to Auto	3
AT-80	Basic Electrical	3
AT-82	Engine Performance I	3
AT-84	Engine Performance II	3
TOTAL		15 UNITS

Certificate Student Learning Outcomes

Upon completion of the Electrical Certificate of Accomplishment, the student will be able to:

1. Diagnose automotive electrical system malfunctions: execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform preventative maintenance and basic electrical system testing to verify proper operation of automotive starting, charging, and lighting systems.

Associate in Science Degree Automotive Technology

Total Units for the Associate in Science Degree: 60 Units

Required Core Courses: 39 Units

Course No	Course Title	Units
AT 50	Car Care Basics	3.0
AT 54	Brakes	3.0
AT 56	Steering and Suspension	3.0
AT 58	Automotive Heating and Air Conditioning	3.0
AT 60	Shop Management and Service Writer	2.0
AT 66	Manual Drive Train	4.0
AT 68	Automatic Transmissions	3.0
AT 70	General Automotive Lab	2.0
AT 72	Engine Repair Short Block and Machining	4.0
AT 74	Engine Repair and Machining-Cylinder Heads	3.0
AT 80	Basic Electrical	3.0
AT 82	Engine Performance I	3.0
AT 84	Engine Performance II	3.0

Electives: 7 Units (The student may select from any courses numbered 1 – 99 to satisfy this requirement.)

General Education Requirements: 14 Units

Program Student Learning Outcomes

Upon completion of the **Automotive Technology Associate in Science Degree** the student will be able to:

- 1 Diagnose a specific automotive malfunction; execute the appropriate corrective steps and verify the problem has been resolved.
- 2 Perform general maintenance and upkeep procedures on a variety of automobiles.

Automotive Technology Instructional Program Review

Status of Curriculum Review April 10, 2014

Course	Curriculum Committee Review Completed	Curriculum Committee Review <u>Not</u> Completed
AT-50 Car Care Basics	04/22/2014	
AT-54 Brakes	04/22/2014	
AT-56 Steering and Suspension	04/22/2014	
AT-58 Automotive Heating and Air Conditioning	04/22/2014	
AT-60 Shop Management and Service Writer	04/22/2014	
AT-64 Diesel Repair and Maintenance	04/22/2014	
AT-66 Manual Drive Train	04/22/2014	
AT-68 Automatic Transmissions	04/22/2014	
AT-70 General Automotive Lab	04/22/2014	
AT-72 Engine Repair and Machining-Short Block	04/22/2014	
AT-74 Engine Repair and Machining-Cylinder Heads	04/22/2014	
AT-76 Automotive Machining Lab	04/22/2014	
AT-80 Basic Electrical	04/22/2014	
AT-82 Engine Performance I	04/22/2014	
AT-84 Engine Performance II	04/22/2014	
AT-88 Vintage Vehicle Repair	04/22/2014	
AT-90 Automotive Survival	04/22/2014	
AT-90A Automotive Survival Lab	04/22/2014	
AT-92 Smog Check Training Level 2 – 32-	New Course 04/08/2014	

Hour Course		
AS Automotive Technology		
Certificate of Achievement-Engine Repair		
Certificate of Achievement-Advanced Mechanics		
Certificate of Accomplishment-General Mechanics	10/18/2011	
Certificate of Accomplishment-Electrical	04/08/2014	

Mr. Chad Lewis, Subject Area Faculty Signature

Date

Ms. Cheryl Aschenbach, Curriculum and Academic Standards Committee Chair Signature Date

Dr. Tammy Robinson, Dean of Instructional Services Signature

Submit

Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title IAT 50 Car Care Basics

Textbook change to Today's Technician: Basic Automotive Service and Systems 5th Edition. ISBN

Recommended Change

9781285442297

Reason for Change This text better covers course outline. Subject Area Faculty Signature
Subject Area Faculty #2 Signature

Division Chair Signature

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)
I Approval I No Opinion I Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson

Section III -Curriculum and Academic Standards Faculty Chairperson Signature: (The signature of the Curriculum and Academic Standards Committee Faculty Chairperson signifies that this course has completed the course development process and is ready to be reviewed by the Curriculum and Academic Standards Committee)

Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title IAT 54 Brakes

Change textbook to: Today's Technician Automotive Brake Systems 6th Edition. ISBN

Recommended Change

9781305424517

Reason for Change This text better covers course outline. Subject Area Faculty Signature
Subject Area Faculty #2 Signature

Division Chair Signature

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)
I Approval I No Opinion I Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title IAT 56 Steering and Suspension

Recommended Change

Change textbook to: Today's Technician: Auto Suspension and Steering Systems 6th Edition.
ISBN: 9718305512542

Reason for Change This text better covers the course outline. Subject Area Faculty Signature
Subject Area Faculty #2 Signature

Division Chair Signature

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)
I Approval I No Opinion I Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 58 Automotive Heating and Air Conditioning

Recommended Change

No change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson

Section III -Curriculum and Academic Standards Faculty Chairperson Signature: (The signature of the

2014 Automotive IPR

Curriculum and Academic Standards Committee Faculty Chairperson signifies that this course has completed the course development process and is ready to be reviewed by the Curriculum and Academic Standards Committee)

Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 60 Shop Management and Service Writer

Recommended Change

No change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

(Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

(No Opinion

1 Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson

Section III -Curriculum and Academic Standards Faculty Chairperson Signature: (The signature of the Curriculum and Academic Standards Committee Faculty Chairperson signifies that this course has completed the course development process and is ready to be reviewed by the Curriculum and Academic Standards Committee)

Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title IAT 64 Diesel Maintenance and Repair

Recommended Change: No change needed

Reason for Change IPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion
r Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson
Section III -Curriculum and Academic Standards Faculty Chairperson Signature: (The signature of the Curriculum and Academic Standards Committee Faculty Chairperson signifies that this course has completed the course development process and is ready to be reviewed by the Curriculum and Academic Standards Committee)

Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 66 Manual Drivetrain

Recommended Change No change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

Comments

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 68 Automatic Transmissions

Recommended Change No change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

Comments

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title IAT 70 General Automotive Lab

Recommended Change No change needed Reason for Change IIPR curriculum review Subject Area
Faculty Signature
Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion
r Disapproval

Comments

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 72 Engine Repair Short Block and Machine

Recommended Change

INo change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

Comments

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Curriculum & Academic
Standards Committee Chair,

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Revisions to an Existing Course Outline Form

Course Number/Course Title AT 74 Engine Repair Long Block and Machine

Recommended Change

INo change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

Comments

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title IAT 76 Automotive Machining Lab

Recommended Change INo change needed Reason for Change IIPR curriculum review Subject Area
Faculty Signature
Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructiona Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion
r Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson
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Curriculum and Academic Standards Committee)

Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 80 Basic Electrical

Recommended Change

No change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 82 Engine Performance I

Recommended Change No change needed

Reason for Change IPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

2014 Automotive IPR

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion
r Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson
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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 84 Engine Performance II

Recommended Change No change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

2014 Automotive IPR

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title IAT 88 Vintage Auto Repair

Recommended Change

No change needed

Reason for Change IIPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

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Curriculum & Academic
Standards Committee Chair,

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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 90 Automotive Survival

Recommended Change No change needed

Reason for Change IPR curriculum review

Subject Area Faculty Signature

Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion

r Disapproval

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Curriculum & Academic
Standards Committee Chair,
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Curriculum and Academic Standards Committee
Revisions to an Existing Course Outline Form

Course Number/Course Title AT 90A Automotive Survival Lab

Recommended Change No change needed Reason for Change IPR curriculum review Subject Area
Faculty Signature
Subject Area Faculty #2 Signature

Division Chair Signature

r Approval

Section II- Recommendation of Appropriate Instructional Dean: (The signature of the Instructional Dean signifies that the course outline has been reviewed and the curriculum impact will be considered in instructional planning such as scheduling and budget)

r No Opinion
r Disapproval

Comments

Dean of Instructional Services, Dr. Tammy Robinson
Section III -Curriculum and Academic Standards Faculty Chairperson Signature: (The signature of the Curriculum and Academic Standards Committee Faculty Chairperson signifies that this course has completed the course development process and is ready to be reviewed by the Curriculum and Academic Standards Committee)

Curriculum & Academic
Standards Committee Chair,

**Appendix C: Associate in Science Automotive Technology
Certificate of Accomplishment Electrical
Certificate of Accomplishment General Mechanic
Certificate of Achievement Advanced Mechanic
Certificate of Achievement Engine Repair**

Associate of Science Degrees	2013-14	2012-13	2011-12	2010-2011	2009-2010	2008-09	2007-08
Accounting	4	2	1	2	2	3	3
Administration of Justice for Transfer	4	2					
Agriculture Science and Technology	1	2	2	0	0	2	2
Automotive Technology	2	0	0	0	2	1	1
Business Administration	0	0	0	0	0	1	2
Business Administration for Transfer	3	2					
Business Real Estate Option	0	0	0	0	0	0	0
Early Childhood Education for Transfer	2						
Office Information Systems	0	0	0	0	0	0	0
Word Processing	0	0	0	0	0	0	0
Computer Office Tech	0	0	0	0	0	1	0
Office Admin Assistant	3	1	0	1	3	0	0
Computer Information Systems	0	0	0	0	0	0	0
Construction Technology	0	0	0	0	0	0	0
Correctional Science	0	5	4	7	4	6	9
Cosmetology	0	0	0	0	0	0	0
Digital Graphic Design	3	1					
General Gunsmithing	2	4	5	1	3	5	2
Fire Technology	3	1	0	1	4	3	
Firearms Repair	2	4	5	1	3	5	2
Human Services	0	4	1	2	8	5	5
Drug & Alcohol Paraprofessional	0	4	0	2	8	5	4
Journalism	0	0	0	0	0	1	1
Math/Science	0	0	0	1	0	0	2
Power Generation Technology	0	0	0	0	0	0	1
Steam Power Operations Technology	0	0	0	0	0	0	0
Vocational Nursing	19	4	12	11	15	11	21
Welding Technology	1	1	0	1	3	1	0
TOTAL	49	37	30	30	55	59	65

Certificates of Achievement	2013-14	2012-03	2011-12	2010-2011	2009-10	2008-09	2007-08	2006-07	2005-06	2004-05	2003-04	2002-03	2001-02	2000-01	1999-00
Administration of Justice	2	8	6	14	7	10	12	11	2	4	0	3	7	7	8
Correctional Science	0	6	2	8	4	8	9	3	0	0	0	1	3	1	2
General Agriculture	1	1	2	0	0	1	3	0	2	0	0	0	1	1	1
Mechanized Agriculture	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Horsemanship	0	0	0	0	0	0	0	0	0	0	0	1	1	1	0
General Mechanic	2	0	0	0	3	1	1	1	3	0	2	0	1	0	2
Tune-Up	1	0	0	0	3	1	1	0	4	0	1	0	1	0	1
Advanced Mechanics	1														
Engine Repair	1														
Business Real Estate Option	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Legal Secretary	0	0	0	0	0	0	1	0	0	1	0	1	1	0	0
Medical Secretary	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Word Processing	0	0	0	0	0	0	0	0	0	0	1	0	0	1	4
Office Admin Assistant	0	0	0	0	0	1	1	0	1						
Computer Info Systems	0	0	0	0	0	0	0	0	0	0	0	0	2	3	0
Construction Tech 1 Year	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Construction Trades - Carpentry	0	0	0	0	0	0	0	0	0	15	0	15	7	4	10

Cosmetology Instruction	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cosmetology	0	0	0	0	0	3	0	0	0	1	0	0	0	0	0
ECE/Child Development	2	0	0	0	2	4	2	3	4	2	5	2	4	2	6
General Gunsmithing	8	8	15	5	5	9	3	4	4	1	0	0	6	3	0
Fire Technology	7	2	2	2	4	3									
Firearms Repair	7	7	11	5	5	10	2	4	2	2	2	0	5	3	0
Journeyman Gunsmithing	0	0	0	0	0	0	0	0	0	0	0	0	2	1	0
Custom Metalsmithing	0	0	0	0	0	0	0	0	0	0	0	0	6	4	4
Gunsmith Welding 2 Year	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Human Services	1	3	3	4	6	8	7	7	5	2	0	7	6	0	0
Drug & Alcohol Paraprofessional	0	3	1	4	6	8	6	7	3	1	0	7	3	0	0
Journalism	0	0	0	0	2	1	1	1	1	0	0	0	0	0	1
Power General Tech	0	0	0	0	0	0	1	4	9	2	6	1	0	0	0
Steam Power Operations Technology	0	0	0	0	0	0	0	1	0	0	2	2	3	2	2
Vocational Nursing	23	0	11	13	18	14	25	17	7	0	15	27	0	8	23
Welding Tech 1 Year	1	0	0	1	1	1	0	0	2	0	0	0	0	0	0
Welding Tech 2 Year	0	0	0	0	1	0	0	0	2	0	0	0	0	0	0
Power Plant & Field Pipe Welding	0	0	0	0	0	0	0	0	3	3	0	0	1	0	0
Legal Office Admin Asst	0	0	0	0	0	0	0	1							
CSU General Education	46	47	47	41	36	28									
IGETC	6	3	7	1	1	6									
TOTAL	109	88	105	98	104	117	75	64	54	35	35	67	61	42	64

Appendix D: Automotive Technology Two-Year Plan

1. Continue to increase enrollment by offering classes to area high school students and other recruiting methods.
2. Achieve NATEF certification for the program.
3. Increase enrollment in the smog related classes by increasing awareness that we are able to teach these classes.
4. Increase professional development for faculty to keep up with changes in the automotive field.
5. Increase the number of degrees and certificates awarded to students.

Appendix F: Automotive Articulation Agreements

None