

2019-20 Automotive Technology Annual Program Plan

I.A. Program Profile: Purpose

Describe the program(s) to be reviewed. What is the purpose of the program and how does it contribute to the mission of Skyline College?

Narrative

Automotive Mission Statement:

An Automotive Technology program that inspires and guides students toward rewarding technical careers in the transportation service industry.

Goals:

1. To provide three levels of technical training as guided by our advisory board and community employers: Entry maintenance level, Comprehensive Career Track Program, and In-Service training;
2. Play a central role in the preparation of a future workforce and to expand networks and partnerships with the local business community, Audi of America, Subaru University, Ford ACE, Nissan, Infinity, Mercedes Benz, Automotive Service Councils of California (ASCCA) and the Joint Apprenticeship Council;
3. Enhance the student's ability to perform analytical and technical analysis, service and repair of transportation systems.

We believe this compliments the college's Mission Statement To empower and transform a global community of learners.

I.B. Program Planning Team

Annual program planning is intended to be a collaborative process which promotes dialogue and reflection. Please identify all individuals who contributed to or shaped the narrative. Include names and the title or role of each person.

Narrative

Thomas Broxholm	Professor, Program Coordinator
Julia Johnson	Professor
Ruben Parra	Professor
Filipp Gleyzer	Professor
Nancy Lam	Staff Assistant
Krista Allen	Automotive Technician

II.A. Analysis: Progress on Prior Program Objectives (Goals) and Activities

Describe the progress made on previously established program objectives (goals) including identification of achievements or areas in which further effort is needed. New programs which have not yet established CPR/APP objectives should discuss progress on program implementation or activities.

Narrative

"The Automotive Technology Program is committed to maintaining and upgrading the quality of the program. We will continue to address and assess the community needs as well as SLOs, PSLOs, and ISLOS."

Specifically:

1. We have maintained our program mission with the college mission statement.
2. We have stayed in tune with current industry trends, program productivity, student success and retention.
3. We are constantly evaluating the courses we are offering. Many are still very relevant and there are a few we will be looking to update, add or remove.
4. We continue to adhere to our ASEEF (Automotive Service Excellence Education Foundation) task list which is our accreditation body and assure they align with our SLOs, PSLOs and ISLOs.
5. We continue to evaluate and upgrade our labs and equipment needed to provide industry standard lab assignments to our students.
6. We continue to evaluate our budget to ensure we are providing a quality educational learning environment for all students.

II.B. Analysis: Program Environment

Describe any recent external or internal changes impacting the program or which are expected to impact the program in the next year. Please include when the specified changes occurred or are expected to occur.

Narrative

Internal Changes

- June 2019, Auto lost two instructors to retirement and their replacement was not approved at that time.
- The impact from this change reduced our full-time staff for the Fall 2019 and Spring 2020 semesters.
 - We were fortunate to find two temporary replacements for Auto 721.
 - One instructor covered Fall 2019 while the other instructor covered Spring 2020.
- Due to the minimal teaching experience of the temporary instructor for Fall 2019 Auto 721 I was receiving many student complaints and from my observations, the quality of the education was below our internal standards.
- The Spring 2020 Auto 721 instructor has extensive experience and was doing a great job until Covid-19 derailed all Auto courses. This instructor is retired from STRS and therefore is limited on how much he can teach each year.
- Spring 2020, Automotive was authorized to hire one full-time replacement instructor for Auto 721.
- Due to Covid-19 the hiring process was put on hold until further notice.
- Auto has had several students who entered our career track program, met our basic automotive skills requirement without taking one of our fundamental classes. These students therefore are not eligible to earn Certificates of Achievement. Auto has implemented a "Credit by Exam" process for these students to earn credit for our fundamental classes, which will make them eligible to earn Certificates of Achievement.

External Changes and Covid-19

- The hold on the hiring of one new instructor and the concerns for staff and student safety caused auto to cancel Auto 721 for the Fall 2020 semester.
- This resulted in the reduction of the number of seats available in the Auto career path program.
- Limited lab space and distancing guidelines have forced the Automotive program to implement a reduction in class maximum capacity during face to face hybrid lab exercises.
- Automotive instructors and students who rely heavily on face to face lecture and hands-on exercises in a group environment will both find training and learning a challenge as the Automotive Department

implements hybrid training and social distancing labs. The current impact is unknown.

- Automotive instructors are being fast tracked through DE training in an effort to provide the best online experience possible under these unusual conditions.
- The economy always has an impact and enrollment in college classes regardless of discipline. Auto is no different, and enrollment rise, or decline is in line with enrollment college wide and statewide or Bay Area wide. Auto looks at the entire Automotive program enrollment and we also compare the career track day program to the evening program. There is a big difference in the type of student who attends our daytime career track classes as compared to our evening and weekend automotive classes.

II.C. Analysis: Student Learning Outcomes (SLOs and PSLOs)

- 1) Instructional Programs Only: Describe what was learned from the assessment of course SLOs for the current and past year.
- 2) Student Service Programs Only: If PSLOs are being assessed this year (3-year cycle), describe what was learned. If no assessment was done because this is an off-cycle year, please state that this item is not applicable.

Narrative

The SLOs provided us with a tool to reflect and along with assurance that we are on-track and in alignment with our industry, advisory board, local employers and our community. They help to reaffirm that we are proceeding on a path for student and program success.

SLO's continue to be a tool of assessment and affirmation that the Automotive Program is servicing students, employers and the community. Our excellent retention and success rates provide confirmation that we are making the needed adjustments to the program as needed.

Automotive is in an off-cycle year.

III.A. Reflection: Considering Key Findings

Consider the previous analysis of progress achieved, program environment, and course-level SLOs or PSLOs (if applicable). What are the key findings and/or conclusions drawn? Discuss how what was learned can be used to improve the program's effectiveness.

Narrative

From the annual success and retention data (attached documents) we have found that over the past 5 recorded years (2014-2015 to 2018-2019) our success rate is at 84.9% and our retention rate is at 96.1%. These numbers and our advisory board input support that what we are doing is in direct alignment with PSLOs, ISLOs, students and industry needs. In addition, our program has been recognized as a “CTE STAR” program by the State Chancellor’s Office for having a living wage employment rate of 71% and a 100% reported employment rate in the student's field of study. This State of California recognition is another form of verification that our program and SLOs are on track.

We constantly adjust course content to stay relevant to industry changes; the success, retention and CTE STAR data along with our advisory board feedbacks show that we do not currently need to make any major SLO or curriculum changes to any of our daytime career track courses or evening and weekend courses.

Evidentiary Documents

[auto_apr-18-19 Data.pdf](#)

III.B. Reflection: ISLOs

If your program participated in assessment of ISLOs this year:

(1) What are the findings and/or conclusions drawn?

(2) Does the program intend to make any changes or investigate further based on the findings? If so, briefly describe what the program intends to do.

Narrative

We did not participate in ISLO assessment this year.

IV.A. Strategy for Program Enhancement: Continuation/Modification

Indicate whether the program is continuing implementation of the last CPR strategy or revising the strategy. Please describe the modifications if revisions are intended.

Note: Any new strategies should be linked to Institutional Goals through creation of objectives in the next section. If the program has not yet participated in comprehensive program review, an annual or multi-year strategy can be defined in this item.

Narrative

Automotive will continue to implement our current CPR strategy.

We just renewed our CPR last fiscal year and our multi-year strategy continues to be - accelerate, enhance and optimize our outreach to improve enrollment while maintain the integrity of our program using advisory board feedbacks to maintain alignment with industry standards and needs.

IV.B. Strategy for Program Enhancement: Action Plan and Resource Requests

Based on the most recent CPR and any desired modifications, develop an annual action plan with related resource requests. No narrative response will be entered in this section, but the objectives you create will be printed automatically in the APP report under this item.

(1) To begin, click on PLANNING at the top of the page, then CREATE A NEW OBJECTIVE. To view previously created objectives, click PLANNING at the top of the page, then VIEW MY OBJECTIVE.

(2) IMPORTANT! Make sure to associate each objective to this standard in the APP. Need help? Contact the PRIE Office for further instructions. Institutional Goals. Need help? Contact the PRIE Office for further instructions.

Narrative

Please see the planning module.

Associated Objectives

[1228-Advisory Board Course Objective & Curriculum Review](#)

[1230-Enrollment – Outreach](#)

[1231-Expand Lab Space](#)

[1232-Professional Development](#)

[1233-Rehire replacements for retired instructors](#)

[1234-Update Facilities](#)

[1235-Upgrade Media Learning Technology in Building 9 and 10](#)

Enhanced Budget with Objectives and Task Detail

[Automotive Technology Enhanced Budget with Objectives and Task Detail](#)