

**APPLICATION FOR PROGRAM APPROVAL:  
NEW or SUBSTANTIAL CHANGE or LOCALLY APPROVED**

College Name: Santa Ana College  
 Contact Name: Glen Hammonds, Automotive Technology Chair  
 Email & Phone Number: [hammonds\\_glen@sac.edu](mailto:hammonds_glen@sac.edu); 714-564-6664

Please check the box below to reflect the program status:

**NEW PROGRAM**                       **SUBSTANTIAL CHANGE**                       **LOCALLY APPROVED**

<i>SECTION</i>	<i>DESCRIPTION</i>
1.SP02 Program Award Associate in Science or Certificate of Achievement	Certificate of Achievement
2.Program Title	Automotive Business Technology
3.Program Goal CTE or CTE & Transfer	CTE
4. SP01: Program TOP code	0948.00
5.Effective Date:	Fall 2013
6.a. Units for Degree Major or Area of Emphasis (Minimum) 6.b. Units for Degree Major or Area of Emphasis (Maximum)	18-19
7.a. Total Units for Degree (Minimum) 7.b. Total Units for Degree (Maximum)	18-19
8.Annual Completers	10
9.Net Annual Labor Demand (CTE Only)	200
10.Faculty Workload	1
11. New Faculty Positions	0
12. New Equipment	0
13. New/Remodeled Facilities	0
14. Library Acquisitions	0
15. Program Review Date	October 2015
16. Gainful Employment	X Yes O No
17. Apprenticeship	O Yes X No
18. Distance Education	<input type="checkbox"/> Hybrid X 0-49% <input type="checkbox"/> 50-99% <input type="checkbox"/> 100%
19. CTE Regional Consortia Approval	O Yes O No
20. District Governing Board Approved	X Yes O No
21. District Governing Board Approval Date	May 21, 2012

**Program Title:** Automotive Business Technology  
**College:** Santa Ana College  
**Contact:** Glen Hammonds, Automotive Technology Chair

**Item 1: Programs Goals and Objectives**

The Santa Ana College Automotive Program strives to meet the needs of our diverse students in preparation for employment. The goal of the Automotive Business Technology Certificate is to provide students with an introduction to either the practical applications of technology or the basic maintenance procedures while selecting a specific automotive concentration (Air Conditioning & Heating, Fuel Injection Systems, Electrical Systems, etc.) which is complemented by learning about the basic fundamentals of Business.

The program goals include supporting industry needs and providing students with multiple opportunities in the Automotive Technology field. Students who complete the proposed certificate program can work in entry level positions as Automotive Service Technicians and Mechanics, as well as Service Advisors or Parts Specialists. Students who are interested in starting their own automotive business can also learn the basics of small business management.

**Item 2: Catalog Description**

The certificate curriculum in Automotive Business Technology is designed to prepare the student to better understand the business of automotive technology. The student completes automotive courses in their area of interest as well as essential business courses. Through the completion of this program, an automotive technician would be better aware of the technical and business aspects of the automotive industry.

**Item 3: Program Requirements**

Requirements	Department #	Course Title	Units	Sequence
Required Core (6-7 units)	AUTO 002	Essentials	3	Yr 1, Fall
	Or AUTO 006	Automotive Maintenance	4	Yr 1, Fall
	And BUS 100	Fundamentals of Business	3	Yr 1, Fall
Three Electives (9 units)	AUTO 022	Electronics Fundamentals	5	Yr 1, Spring/Summer
	AUTO 024	Electrical Systems	5	
	AUTO 032	Tune-Up	5	
	AUTO 043	Automatic Transmission Service	4	
	AUTO 044	Power Train Service	4	For All
	AUTO 053	Brakes	4.5	
	AUTO 054	Front Ends	4.5	
	AUTO 062	Air Conditioning & Heating	3	
AUTO 072	General Automotive Engine Service	4.5		

	AUTO 076	Engine Repair	4.5	
	AUTO 080	Computer Controls	3	
	AUTO 081	Fuel Injection Systems	3	
	AUTO 082	Automotive Computer Sensors	3	
	AUTO 083	Automotive Lab Scopes	3	
	AUTO 084	OBD-II	3	
And	AUTO 085	Basic Clean Air Car Course	5	
One Elective (3 units)	ACCT 010	Accounting Procedures	3	
	BUS 170	Principles of Small Business Management	3	Yr 2, Fall
	MKTG 113	Principles of Marketing	3	
	BUS 120	Principles of Management	3	

**Required Core Total: 6-7 units**

**Total Units: 18-19 units**

#### Item 4: Master Planning

In March 2011, representatives from AAA, the Director of the Santa Ana College Foundation, Santa Ana College Automotive Technology Faculty, and the Dean of the Human Services and Technology Division met to discuss a AAA/SAC Partnership. At this meeting, the Automotive Business Technology Certificate program was recommended by AAA. These representatives communicated that although auto technicians may be proficient at performing vehicle maintenance and repair, many do not understand business. It was suggested that with this Certificate in place, AAA vendors could receive business skills and Santa Ana College would be able to increase the number of classes available in this field.

During the Automotive Advisory Committee meeting held in May 2012, AAA's recommendation was further discussed. Santa Ana College started looking into developing a new certificate which would require students to complete automotive courses in their area of interest as well as essential business courses. Automotive Technicians with business knowledge would be capable of successfully upselling needed products and services to their customers, as well as providing them with exceptional customer service.

In April 2013 at the Spring Open House/Advisory Meeting, the members of the Advisory Committee agreed that the Automotive Business Technology Certificate would be of value to all automotive students. The goal is to provide industry with a skilled workforce and promote student success by offering skills which would enhance students' career opportunities.

The Automotive Technology Department at Santa Ana College has a long history of providing education and training (smog licensing, update training, training with obtaining national certification, etc.) to both new and incumbent workers. Over the years, this department has developed working relationships with businesses and industry in Orange County. Over the past five years, at least 50 students have been placed in positions with our current industry partners. We consistently provide them with employees that meet their technical needs.

The Automotive Business Technology Certificate satisfies Santa Ana College’s mission and educational master plan’s Workforce Development goals. Since this certificate was suggested by our AAA partners, we collaborated with industry to identify workforce needs. This certificate is integrating basic Business skills with Automotive Technology competencies. Finally, this certificate program supports regional development by continuing to be a local source of skilled employees for automotive technology positions.

**Item 5: Enrollment and Completer Projections**

The Automotive Business Technology Certificate program is strongly supported by the enrollment and completer projections. The program anticipates graduating 20 students within two years and 50 students within five years. Below reflects the number of students enrolled in the existing required core courses.

Core Course Enrollments

		Fall 2011-Summer 2012		Fall 2012-Summer 2013	
Course Department #	Course Title	Annual Sections	Annual Enrollment Total	Annual Sections	Annual Enrollment Total
AUTO 002	Essentials of Automotive Technology	4	90	5	130
AUTO 006	Automotive Maintenance	4	96	2	44
BUS 100	Fundamentals of Business	13	328	14	369

**Item 6: Place of Program in Curriculum/similar Programs**

The Automotive Business Technology Certificate program will not replace any existing program. Additionally, there are no active inventory records that need to be made inactive or changed in connection with the approval of this proposed program. Santa Ana College currently offers Associate of Arts and Associate of Science degrees in Automotive Technology and certificate programs in Advanced Engine Performance, Chassis Service, Drive Train Service, Engine Performance and Electrical, and Engine Service. Per the recommendations of the Advisory Committee, this new certificate program will not only provide new and incumbent students with knowledge of business fundamentals but also more advanced skills in Accounting, Management, Small Business Operation, or Marketing. Students who complete the certificate program will have accelerated opportunities for career advancement or employment.

All of the courses required to complete this certificate are existing courses which are presently included in various combinations as requirements to obtain other Automotive Technology and Business degrees and certificates. This will create new opportunities for students who wish to learn both Automotive Technology specialized concentrations and fundamental Business skills. This Automotive Business Technology certificate shares Santa Ana College resources

and encourages collaboration between the Human Services and Technology and Business divisions.

### **Item 7: Similar Programs at Other Colleges in Service Area**

Within the service area there are two other community colleges that offer Automotive Technology programs with some of the same classes that are proposed in the Automotive Business Technology Certificate program. Both Cerritos College and Fullerton College offer Automotive Management Certificates. Cerritos's program is 30 units and focuses more on management. It does not include the specialized auto parts concentration that our proposed Automotive Business Technology certificate requires. In Fullerton's catalog, the Automotive Management Certificate program states that the emphasis is on automotive management rather than automotive repair and is a 50 unit certificate. Dr. Nick Real (Instructional Dean of the Technology Division at Cerritos) and Scott McKenzie (Dean of Technology and Engineering at Fullerton) were contacted by phone and said that they do not have any objections with the proposed certificate. Dean McKenzie shared that their required Management classes are specifically Automotive Management classes whereas ours are Business Division classes. He also mentioned that there is a large employment market. Dr. Real requested that Kevin Taylor (faculty at Cerritos) be contacted as well. While speaking with Mr. Taylor, he shared that he is supportive of this proposed program.

Mr. Steve Donley (Career/Technical Education Dean) at Cypress College was also contacted by phone and said that he does not feel like this program would negatively impact theirs because the focus is different. When Don Taylor (Dean of Advanced Technology and Applied Science) of Saddleback College was contacted, he suggested speaking with his Department Chair, Cliff Meyer. Mr. Meyer shared that he would like to see the proposal once it is completed. The proposed Automotive Business Technology certificate was also discussed with Jim Lancaster (Dean; Curriculum, Career/Technical and Continuing Education at Citrus College). Based on his suggestions, some revisions were made, and he shared that he is now in support of this program.

## Supporting Documentation – Labor Market Information & Analysis

### Automotive Service Technicians and Mechanics Estimated Employment and Projected Growth

Geographic Area (Estimated Year-Projected Year)	Estimated Employment	Projected Employment	Numeric Change	Percent Change	Additional Openings Due to Net Replacements
Los Angeles County (2010-2020)	16,810	18,920	2,110	12.6	4,340
Orange County (2010-2020)	6,100	6,810	710	11.6	1,580

Source: Employment Development Department, Labor Market Information Division

<http://www.labormarketinfo.edd.ca.gov/>

According to the Labor Market Information of Estimated Employment and Projected Growth for Automotive Service Technicians and Mechanics listed above, there are 6,450 projected openings in Los Angeles County and 2,290 projected openings in Orange County over a ten year period (2010-2020). The average number of combined yearly job openings for Los Angeles and Orange counties for Automotive Service Technicians and Mechanics is estimated to be 874. While reviewing the Chancellor's Office Data Mart for historical completion rates for the community colleges in Los Angeles and Orange counties, the highest number of completions over the past five years for programs with a TOP code of 0948.00 Automotive Technology was 674 (2012-2013). Therefore, 874 minus 674 would still result in a Net Annual Labor Demand of 200 jobs.

An employer survey was used to determine the desirability of the Automotive Business Technology certificate program. This survey was conducted in July and August of 2013 both over-the-phone and in-person. The survey elicited responses from assistant managers, service managers, shop foremen, owners, service directors, and presidents of various dealerships and auto repair shops. Thirty-seven employers were contacted and 29 responded. Automotive Technician was the specific title of the job covered by the survey. The survey indicated that 83% of respondents reported an increase in job openings in the Automotive Tech area over the next decade and 86% said that the proposed program would qualify students for entry level positions as Automotive Service Technicians and Mechanics. The survey also indicated that 90% of respondents reported that an Automotive Technician who also has a fundamental knowledge of business would be preferable to hiring someone without this knowledge.

Additionally, 93% of respondents said that with all other factors being equal, they would be more likely to hire individuals with an Automotive Business Technology Certificate over other applicants. (See Appendix A for the survey questions and responses).

### Supporting Documentation – Advisory Committee Recommendation

The committee is made up of employers, discipline faculty, and others qualified to provide guidance in developing and reviewing the program and who will hire completers of the program.

### Advisory Members

Maynard Borland	Auto Force	Owner, Technician	Indep. Shop
John Brito	Irvine Auto Care	Service Manager	Indep. Shop
Doug Bullard	Transtar Inc:	Branch Manager	Supplier
James Chao	Car-Tune	Owner, Technician	Indep. Shop
John Choe	Crevier BMW	Service Manager	Dealership
Dan Curiel	Santa Ana H.S.	Instructor	High School / ROP
David Garcia	Shelley BMW	Technician	Dealership
Glen Hammonds	SAC	Dept. Chair, Instructor	College
Bart Hoffman	SAC	Dean Human Services & Tech.	College
Merry Kim	Coastline ROP	Articulation	High School / ROP
Robert Maine	Bob's Mobile Service	Owner, Technician	Indep. Shop
Jim Manning	SAC	TEC Prep, Instructor	College
John Mirada	Snap-on Industrial	Sales	Supplier
Jose Victor Miranda	Fullerton College	Instructor	Instructor
Kevin Rans	Westminster H.S.	Instructor	High School/ROP
Herb Rauch	Hunter Engineering	Sales	Supplier
Max Serrano	SAC	Instructor	College
Mike Swistak	Fletcher Jones Mercedes Benz	Shop Foreman	Dealership
Sean Taylor	OCADA	Member Service Manager	Group
Mike Tingley	OCTA	Instructor	Transit
Doug Wilkes	SAC	Instructor	College
Art Yoshihara	SAC	Tool Keeper	College

During the May 2012 Automotive Advisory Committee meeting, it was shared that while on a previous site tour representatives from AAA had communicated that although auto techs may be proficient at performing vehicle maintenance and repair, many do not understand business. While the technical education they were receiving was superior, their business skills were

lacking, creating functional gaps. The idea of offering a new certificate was discussed in order to further prepare students for gainful employment by providing them with these necessary skills. During the spring 2013 Open House/Automotive Advisory Committee Meeting, this Automotive Business Technology Certificate was further discussed. It was suggested that the curriculum would require students to complete automotive courses in their area of interest as well as essential business courses. The members of the Advisory Committee agreed this certificate would be of value to all automotive students. (**See Attached Meeting Minutes**).



## Appendix A – Survey Questions and Responses

1. The number of job openings in the Automotive Tech area will  
\_\_24\_\_ increase    \_\_2\_\_ decrease    \_\_3\_\_ remain the same over the next decade.
2. Do you believe the program as described would qualify students for entry level positions as Automotive Service Technicians and Mechanics in dealerships, service establishments, automotive centers, and self-employment in the auto industry?  
\_\_25\_\_ yes                      \_\_2\_\_ no                      \_\_1\_\_ maybe    \_\_1\_\_ unknown
3. How many openings do you anticipate in your business in the next year due to growth, turnover, and retirement?  
\_\_4\_\_ 0    \_\_15\_\_ 1-5    \_\_6\_\_ 6-10    \_\_0\_\_ 11-15    \_\_4\_\_ 16 or more
4. How many openings do you anticipate in your business in the next five years due to growth, turnover, and retirement?  
\_\_2\_\_ 0    \_\_11\_\_ 1-5    \_\_3\_\_ 6-10    \_\_3\_\_ 11-15    \_\_10\_\_ 16 or more
5. Would you encourage existing entry-level automotive technology employees with no previous automotive education to complete this Automotive Business Technology Certificate program?  
\_\_28\_\_ yes                      \_\_1\_\_ no
6. Would an Automotive Technician who also has a fundamental knowledge of business be preferable to hiring someone who does not have this knowledge?  
\_\_26\_\_ yes                      \_\_2\_\_ no                      \_\_1\_\_ maybe
7. Would an Automotive Technician who also has bookkeeping or management or marketing skills be preferable to hiring someone without these skills?  
\_\_22\_\_ yes                      \_\_6\_\_ no                      \_\_1\_\_ maybe
8. With all other factors being equal, would you be more likely to hire individuals with an Automotive Business Technology Certificate from Santa Ana College over other applicants?  
\_\_27\_\_ yes                      \_\_1\_\_ no                      \_\_1\_\_ maybe

# ***Santa Ana College Automotive Advisory Update***

5/1/12

## **1. NATEF / ASE Certification:**

The SAC Automotive Program is now certified in all 8 automotive areas. NATEF is changing to a stepped system of certification. SAC is certified at the highest level. This certification is good for 5 years. Thanks to all members for their critical support.

## **2. AYES /ASE (Automotive Youth Educational System):**

The SAC Auto Program has been invited to become a member of AYES. AYES enables students to become interns at dealerships. It is also supported by most vehicle manufacturers, enabling member instructors to attend factory training and access information online. AYES was originally for high schools but has grown to include community colleges and is adding independent shops. SAC will be a member once a letter of understanding is signed by the SAC administration.

## **3. CTE Program Award:**

The SAC Auto Program received the Career Education Program of Excellence Award for 2012. Only one program per year is selected. Certificates were presented to the Auto Program instructors at an award ceremony.

## **4. CTE Grant 2011-2012 Update:**

This grant project has been completed with electronic training stations and software in use. The refurbished lab area is used daily by students to complete required ASE tasks in several courses.

## **5. CTE Grant 2012-2013 Update:**

A proposal as previously introduced to advisory members was presented at the Work Force Council meeting. The Automotive Program has been awarded approximately \$100,000 for this new grant cycle. The grant was well received by a review committee in competition with other programs at SAC. This grant will enable the program to move forward to purchase 6 complete Snap-on Diagnostic Certification Sets (virtually all of Snap-on's scan tools and scopes). Approval has also been given send Doug Wilkes to Kenosha, Wisconsin this summer for Snap-on Trainer Certification.

## **6. OCADA (Orange County Automotive Dealers Association):**

SAC Auto faculty participated, as a judge for the High School Troubleshooting Contest. Also, thanks to Sean Taylor for presenting SAC Auto students with materials and guidance for the current years OCADA student scholarships. 6 students were awarded \$250. or more last year.

## **7. Automotive Business Certificate:**

This new certificate will be in place during the upcoming school year. This certificate was requested by AAA (Auto Club) and is highly approved by them.

## **8. New Member:**

Welcome Dave Stewart from Snap-on Tools.

## **PLEASE:**

**Contact us with comments, advice, suggestions on our program.  
Send approval of the above updates with any comments.**

Send to: [hammonds\\_glen@sac.edu](mailto:hammonds_glen@sac.edu)

**Please include email and phone number!**

## Spring 2013 Open House / Advisory 4/4/2013

### Schedule

5:30 - 6:00pm      OCADA : Student Scholarship / Dealership Internship Program  
 6:30 – 8:30pm      Open House / Advisory Meeting  
 7:15pm              Fire Drill

### Advisory Members

Maynard Borland	Auto Force	Owner, Technician	Indep. Shop	Absent
John Brito	Irvine Auto Care	Service Manager	Indep. Shop	Present
Doug Bullard	Transtar Inc:	Branch Manager	Supplier	Present
James Chao	Car-Tune	Owner, Technician	Indep. Shop	Present
John Choe	Crevier BMW	Service Manager	Dealership	Present
Dan Curiel	Santa Ana H.S.	Instructor	High School / ROP	Present
David Garcia	Shelley BMW	Technician	Dealership	Present
Glen Hammonds	SAC	Dept. Chair, Instructor	College	Present
Bart Hoffman	SAC	Dean Human Services & Tech.	College	Present
Merry Kim	Coastline ROP	Articulation	High School / ROP	Absent
Robert Maine	Bob's Mobile Service	Owner, Technician	Indep. Shop	Absent
Jim Manning	SAC	TEC Prep, Instructor	College	Present
John Mirada	Snap-on Industrial	Sales	Supplier	Present
Jose Victor Miranda	Fullerton College	Instructor	Instructor	Present
Kevin Rans	Westminster H.S.	Instructor	High School/ROP	Absent
Herb Rauch	Hunter Engineering	Sales	Supplier	Absent
Max Serrano	SAC	Instructor	College	Present
Mike Swistak	Fletcher Jones Mercedes Benz	Shop Foreman	Dealership	Present
Sean Taylor	OCADA	Member Service Manager	Group	Present
Mike Tingley	OCTA	Instructor	Transit	Present
Doug Wilkes	SAC	Instructor	College	Absent
Art Yoshihara	SAC	Tool Keeper	College	Present

### Visitors Present

Chris Baldwin	ACSC (Auto Club)	
Chrissy Cherry	CTEP	
Armondo Contreras	Irvine Auto Care	Technician
Rudy Gamez	Irvine Auto Care	Technician
Walter Gonzalez	Fletcher Jones Mercedes Benz	Technician

Chris Jennrich	ACSC (Auto Club)	Operations Manager
John Kalko	SAC	Tech Prep
David Lee	Rancho Alamitos High School	Instructor
Jake Logan	Crevier BMW	Service Manager
Fausto Ramirez	Parent	
Kristina Ross	SAC	Instructor
Kyle Ross	SAC	Student: Other Program
Dave Stewart	Snap-on Tools	Industrial Sales Retired
Zach Stewart	Snap-on Tools	Possible Student
Jesus Valencia	Santa Ana H.S.	Assistant Instructor
Virginia Witmer	SAC	Administrative
Middle College High School	2 students	
Rancho Alamitos High School	14 students	
SAC Auto Program	32 students	

## Minutes:

Prior minutes were distributed to members and visitors for review and approved. Only minor changes will be made.

### *OCADA : Student Scholarship / Dealership Internship Program*

Sean Taylor and Max Serrano presented a seminar for students to apply for automotive scholarships through OCADA (Orange County Automotive Dealers Association).

Applications were given to SAC students at the seminar. Questions were fielded about completing the application and the scholarship program. The summer dealership internship program was also discussed.

### *2011-12 CTEA Grant Project*

Advisory members as well as visitors were shown the results of the 2011-2012 CTEA grant project. The importance of 3<sup>rd</sup> party certification was discussed. Members agreed this would help students be better prepared for industry. Specific equipment such as the Snap-on Diagnosis Certification Program, the three new flat screen monitors, and automotive system simulators were shown and discussed. The committee agreed that this would benefit the student. The monitors were shown as enabling a class of students to view hand held computer system testers and well as software.

John Brito and the technicians from Irvine Auto Care had a chance to view the new Info-Car software used for student training. They also were able to get hands-on experience using the latest generation of computer scan tools. The technicians were being assisted by a SAC student in using new equipment.

### *2012-13 CTEA Grant Project*

The need for mandated and updated air conditioning equipment was discussed with members. Everyone was in agreement that this was an important segment of automotive training and service. Members were shown the location for the new equipment as a vital component of automotive training and facility improvement. Members also agreed that EPA 609 certification would be a positive goal for automotive students enrolled in the air condition training. Training of newly mandated multiplex systems was also emphasized as a growing need. This project would include a simulator for student training and hands-on experience.

John Brito from Irvine Auto Care requested short update seminars for working technicians be developed and delivered.

### ***Auto Program Business Validation of Program Focus***

Business members and employers were asked if they agreed with the general focus and direction of the automotive program. Members agreed that the program should focus on electrical and electronic training while building a strong foundation in all areas of automotive service. The ACSC suggested that a course of study in automotive parts would be of benefit. A discussion was also held on increasing the level of information delivered in auto courses on European electrical systems. Training should be modified due the level of student employment at BMW and Mercedes-Benz. Mike Swistak of Fletcher Jones Mercedes Benz offered to help with information on this topic. Jake Logan from Crevier BMW offered to donate used components to supplement this training. Glen Hammonds of SAC will modify the delivery of electrical training to include units on European vehicle electrical symbols and wiring diagrams. David Garcia of Shelly BMW brought in dealer level diagnostic tools to enhance electrical training plus donated components. A demonstration of BMW dealer level electrical test equipment was performed.

Members agreed the shop tasks which include ASE and additional tasks performed by SAC students were extremely useful in industry.

Bart Hoffman and Glen Hammonds were invited by Mike Swistak to tour the Fletcher Jones Mercedes Benz facility.

### ***Business Partner / Employer Survey***

A survey was presented and distributed to business partners and employers. The purpose of this survey is to assist the program in the assessing the views of industry with reference to proper and successful automotive training.

The questions included rating the following items:

- 1) The number of job openings in the automotive industry will \_\_\_\_\_ in the next 2 – 3 years.
- 2) Would a certificate in Automotive Technology provide assistance in making employment decisions?
- 3) Would ASE or 3<sup>rd</sup> Party Certificates give an applicant/employee an advantage in job placement or promotion?
- 4) Would you encourage existing entry-level automotive technology employees with no previous automotive education to complete an automotive certificate related to your service area?
- 5) Do you feel that the Automotive Program is properly preparing the student for industry?
- 6) Do you support the continued education or certification of your personnel through release time, advancement, or reimbursement programs?
- 7) Do you feel that funds are being properly spent on industry standard or better equipment used for student training?
- 8) Are industry standard or better tools being used for student training?
- 9) Are the shop tasks performed by students adequately building the needed hand-on skills for entry-level?
- 10) Additional comments, suggestions, advice, or criticism:

Results of the survey will be distributed at the Fall 2013 meeting.

### ***Open to College***

An invitation was set out to all faculty and staff at SAC. Several of these individuals visited program. A number of prospective students and new members requested personal tours at a later date.

### ***Automotive – Business Certificate***

The members of the Advisory Committee agreed this certificate would be of value to all automotive students. The Auto club, who recommended this certificate originally, advised looking into training on auto parts specialization also.

### ***Tech Prep / Transitions: Articulation***

The Tech Prep / Transitions co-coordinator, John Kalko attended this event. Jim Manning, the automotive articulation liaison discussed issues with attending high school / ROP instructors. Several articulation agreements were reviewed and signed soon after the meeting.

### ***NATEF Suggested Improvements***

During the 2012 NATEF (ASE) certification, several suggestions for program improvement were made. Several of these suggestions have been completed including:

- Industry standard shop clothing for students
- The painting of stripes for automotive vehicle parking
- An improved business partner / employer survey
- An increased number of eye wash stations

Due to budget concerns, other improvements such as the re-hiring of a morning tool keeper and a master electrical shut-off switch have been requested but are on hold.

### ***Student Shop Tasks in Progress***

Several employers previously requested to view students performing ASE shop tasks. During the Open House, multiple students were performing work in the shop during the first half of the evening. It was suggested for students to bring resumes. Employers requested resumes from several students.

Students ran a “Torque Ability Contest” with prizes donated by Snap-on Tools. The students were using the equipment purchased on a previous CTEA Grant, part the of Torque Certification Program.

### ***Summary***

The automotive staff feels that the Open House / Advisory was very successful. Approximately 80 members, business partners, visitors, and students attended. The comments and opinions of virtually all members and visitors were extremely positive. The overall consensus was that the program has made great strides in modernization and is heading the correct direction. The implementation of past CTEA projects, including equipment, tools, software, and training have moved the program forward. The upcoming CTEA project would improve and modernize an important segment of automotive training.

Special thanks to John Mirada of Snap-on Industrial for the donation of food and drinks as well as prizes for the torque contest.