

PET FORM
Planning and Evaluation Tracking
(2012-2013 Assessment Period)

Division of: [Career and Technical Education](#)

Person Responsible for this Division: [Lyndy Wilkinson](#)

Department of: [Automotive, Collision, and Diesel Technologies](#)

Primary Person Responsible for this Form: [Brian Jacob](#)

Purpose Statement (With Last Updated Date): [To Strengthen the Backbone of American Industry by training students in quality responsive Automotive, Collision, and Diesel programs using the most modern equipment available in a hands-on laboratory experience. Up-dated 10/3/12](#)

Goal Statement #1: [Adequately prepare students with proficient skills and knowledge to complete courses in the Automotive degree plan and become employable \(Strategic Plan through 2015, 1.4.1 and 1.5.3, No Excuses Goals 1 thru 5\).](#)

Outcome/Objective Statement #1A [Upon completion of the Automotive Training Program students will qualify for Employment in the Automotive, Collision, and Diesel Industry and be prepared to attain credentials from ASE \(Strategic Plan 1.2 and 1.3, No Excuses Goal #5\). In order to complete each course in the programs students must satisfactorily complete lab projects \(with criteria outlined by NATEF standards\) assigned by the instructor and pass a written final exam.](#)

- Results (If Applicable, Provide Numbers and Percentages for Quantitative Data)

Note: [Outcome Revised for 2012-2013 Year to include ASE reference.](#)

- **ABDR 2010-2011 Data:** [Numbers= 8 out of 25 and 32% completed a certificate](#)
- **AUMT.AAS 2010-2011 Data:** [Numbers=7 out of 47 and 15% completed a degree](#)
- **AUMT. CERT CHSS 2010-2011 Data:** [Numbers= 2 out of 13 and 15.4 % completed a certificate](#)
- **AUMT. CERT PTRN 2010-2011 Data:** [Numbers= 1 out of 21 and 4.8 % completed a certificate](#)
- **DEMR. CERT 2010-2011 Data:** [Numbers= 14 out of 63 and 22 % completed a certificate](#)
- **2011-2012 Data:** [Not available](#)
- [Completers are employable but, specific employment data of completers is not available.](#)

- Analysis

- Provide Previous Data/Result Analysis
 1. [Analysis of lab projects; the student may be asked to repeat the projects or the course depending on judgments by the instructor following the criteria given from NATEF.](#)
[Students entering these programs consistently score low on the Accuplacer test](#)
[For the coming year 20% of students becoming completers appear to be achievable](#)

- Improvements

- List any Improvements Made in the Last Academic Year.
 1. One instructor was replaced with a more qualified individual; Strategic Plan 4.4 Adjust personnel
 2. Added night classes to accelerate completion of certificates; Strategic Plan 1.1.1.5.4.
 3. Revised Syllabi to match course competencies with career pathway skills; Strategic Plan 1.2.1.1.1. Attended summer WECM workshop in Midland TX. Strategic Plan 1.4.1.3
 4. Improved relations and communications with Program Advisor to use cluster matrices to advise and register students; Strategic Plan 1.2.1.1.2., assisted summer workshop for development of BAS courses, No (Excuses Goal #2 and #3)
- Evaluate Why Improvements Were Successful/Were Not Successful:
 1. The new Faculty member has greatly improved the quality of instruction, stemming from the revised syllabi and his own background and qualifications.
 2. The added night classes did not fill for reasons unknown except that financial aid will not pay for only six credit hours. There are not enough faculty members or classroom space to add more than 6 to 9 extra hours of night class
 3. The revised syllabi have had a very positive impact on the quality of instruction in the programs. Everyone in the programs agree with the upgrades made to the syllabi.
- What Budget Implications Were Involved with this Improvement? (Please Provide Cost Estimate/Details):
 1. The budgets were only slightly affected by these improvements.

- Recommendations/Actions for 2011-2012

- Person Responsible (Who will complete the action?): Brian Jacob
 - Action Plan:
 1. Continue to upgrade the equipment in the programs to industry standards using budgeted money and any other resource available so that students may show on their application for employment and resume's what brand and type of equipment they have used during their educational experience. Upgrading equipment involves purchasing new tools that work better and faster that will in turn make the business more money. Upgrades will come from budgets and Industry donations.
 2. Hold Advisory Board meetings at least once per semester to keep programs up-to-date with Industry. Strategic plan 1.5.3.1
 3. Review curriculums annually with Industry to maintain quality instruction.
 - Expected Time Frame Needed to Implement Action Plan (Please provide specific deadline date):
12 months until October 12, 2013
 - What Budget Implications Are Involved with this Action? (Please Provide Cost Estimate/Details):
We will need all money budgeted, any Perkins money that is available, Capitol equipment money from Cabinet, and any donations acquired from industry. Cost estimate unknown until bids are retrieved.
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