



Skyline College

SKYLINE PRU Report

2023 - 2024

SKY Dept - Automotive Technology

Michael Kane

Michael Kane

12/08/2023

Assessment Unit Information

Program Type

Instructional

Division

Business, Education, & Professional Programs (BEPP)

Assessment Contact

Ruben Parra

Comprehensive Program Review

2025 - 2026

Program Review Update

Fall 2021, Fall 2023

SKY Instructional Program Review Update

Submitter Name:

Ruben Parra

Submitter Date:

11/13/2023

DIVISION:

Business, Education, and Professional Programs (BEPP)

PROGRAM NAME:

Automotive Technology

YEAR OF REVIEW:

2023-2024

1. STUDENT LEARNING OUTCOMES

What notable conclusions were drawn from the assessment results? If available, note any differences in assessment results by key disaggregations (e.g. modality, learning communities, etc.). What have been the implications for the program? Specific questions to answer in your response:

i. What percentage of course SLOs have been assessed in the last three years?

Number of Course SLOs:

99

Percentage:

11

ii. Which course(s) were assessed in the last three years?

Auto 710, Auto 735, Auto520/920

iii. Degree-bearing programs are expected to assess Institutional SLOs, ideally during each ISLO's featured year. List which course(s) were assessed for which ISLOs in the last three years.

Auto 735

iv. Drawing from course and institutional SLOs results, what notable conclusions were drawn? Which results led to action(s) that were planned or taken, if any, to enhance student learning in those courses?

Current conclusion results meet our expectations. No actions taken at this time.

2. CURRICULUM

Please indicate whether the following tasks have been completed:

Submitted a current assessment calendar with all active courses to the Office of Planning, Research, and Institutional Effectiveness

Yes

Updated the Improvement Platform with new and/or changed SLOs, after approval by the Curriculum Committee

Not Applicable

SKY Instructional Program Review Update

Updated the program website with new and/or changed PSLOs after they are published in the College Catalog

Not Applicable

Reviewed, updated (as needed), and submitted degree and certificate maps to the Curriculum Committee

Yes

3. ADDITIONAL INFORMATION

Please note anything else that has not been captured above that is relevant to program accomplishments, challenges, and resource needs. Explain and document your response as needed.

N/A

4. The last step is to review the multi-year program goals, update their status, and add resource requests as needed. You can access program goals from the hamburger menu in the upper-left hand corner, Step 2: Goals and Resource Requests.

GOAL

Advisory Board Curriculum Review

Goal and Desired Impact on Students

Due to Covid limitations we have completed approximately 50% of this during our last 2 advisory board meetings. Work with the advisory board to update curriculum to benefit students who seek employment in the automotive industry. Student success is measured by surveying employers about students retaining employment during school and after graduation. Surveys will be sent out 3 months and at 6 months after employment.

Year Initiated

2021 - 2022

Implementation Step(s) and Timelines

We hold 2 advisory board meetings per year.

Mapping

- SKY College Values: (X - Selected)

- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date

11/13/2023

Academic Year Updated

2023 - 2024

Goal Status

Behind Schedule

Goal Status Narrative

Curriculum and student retention/success is discussed at every advisory meeting. Employer participation in the surveys has been minimal. We will re-discuss and ask for employer input and better participation.

GOAL

Enrollment Outreach

Goal and Desired Impact on Students

Enrollment Outreach with a goal to increase enrollment in general into automotive classes as well as to increase the enrollment of diversified and under privileged students. Data provided by PRIE on an annual basis can be used to measure progress and success.

(a) Covid added restrictions on recruitment however we have used some alternative methods and we have completed approximately 50% despite the lack of funding.

(b) Virtual career/Driving Your Future day which included all high schools and a virtual tour of the facility.

We are working with the San Mateo County Educational Department, South San Francisco Unified School District, and Jewish Vocational Services (JVS) to secure cohorts for our entry level program.

(c) Covid.

(1) We will revise visiting high schools and instead attend career events off site and host career events on our campus. This change is due to Covid, time constraints on staff and funding.

We will be implementing during the spring 2022 and Fall 2022 semesters and success will be measured by enrollment during the fall 2022 and spring 2023.

(2) Create a social media calendar and a high school counselor tool kit using a hired student assistant.

Year Initiated

2021 - 2022

Implementation Step(s) and Timelines

Ongoing outreach to our high schools and community.
Work with JVS on enrollment for underrepresented community

Mapping

- SKY College Values: (X - Selected)

- Academic Excellence: X
- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date

11/13/2023

Academic Year Updated

2023 - 2024

Goal Status

On Schedule

Goal Status Narrative

The funding for JVS has expired along with the support provided. We are currently working with other funding sources and entities to accomplish these goals. Outreach as always continues as we visit feeder schools and community organizations with emphasis on diverse populations. In addition we continue to holding on-campus events to attract students to our program.

GOAL

ASE Student Success

Goal and Desired Impact on Students

ASE Student Success. Our goal is to have every student successfully pass a minimum of 4 ASE Student certifications tests before they complete the program.

(a) Unable to complete any student evaluation during spring 2020 to spring 2021 due to Covid. 0% completed for this cycle.

Our advisory board support student ASE certification.

Year Initiated

2021 - 2022

Implementation Step(s) and Timelines

We are scheduled to resume this fall 2021 either virtually or in-person.

Mapping

- SKY College Values: (X - Selected)

- Academic Excellence: X
- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date

11/13/2023

Academic Year Updated

2023 - 2024

Goal Status

On Schedule

Goal Status Narrative

Student ASE tests are being implemented every semester as scheduled. Student success is on track with our goal.

GOAL

Professional Development

Goal and Desired Impact on Students

Maintain and update instructor knowledge and skills through professional development. 20 hours of professional development is required by our ASE Educational Foundation certification. Not all professional development is supported by the college professional development committee.

The entire faculty has been keeping up with on going training and we have completed 100% for this cycle. Ongoing training for faculty keeps us current and our curriculum current. It is required by or accreditation body. ASE Educational Foundation. The students benefit when instructors stay current with the industry.

Year Initiated

2021 - 2022

Implementation Step(s) and Timelines

Ongoing. We attend training events as they are offered.

Mapping

- SKY College Values: (X - Selected)

- Academic Excellence: X
- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date

11/13/2023

Academic Year Updated

2023 - 2024

Goal Status

On Schedule

Goal Status Narrative

Instructor professional development is on schedule with our program goals.

GOAL

Facility Updates

Goal and Desired Impact on Students

Facility updates to include refinishing the epoxy floor and incorporate the safety lines embedded into the floor surface. Not only is a properly finished floor a safety issue it also sends a message to all who tour our facility that our program is top notch.

Still waiting on approval and funding

We have submitted the official request through facilities and had a quote provided to us. As a stop gap safety lines were painted on the floor but that doesn't solve the problem that the entire floor is past its cycle and needs to be reconditioned.

Year Initiated

2021 - 2022

Implementation Step(s) and Timelines

We will follow up with facilities on revising or resubmitting our request form.

Mapping

- SKY College Values: (X - Selected)

- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date

11/13/2023

Academic Year Updated

2023 - 2024

Goal Status

On Hold

Goal Status Narrative

Still waiting on approval and funding

We have submitted the official request through facilities and had a quote provided to us. As a stop gap safety lines were painted on the floor but that doesn't solve the problem that the entire floor is past its cycle and needs to be reconditioned.

GOAL

Upgrade Video and Audio

Goal and Desired Impact on Students

Upgrade the video and audio capabilities in building 10 classrooms to strengthen student learning and accommodate hy-flex learning. Measure of success can be done by tracking overall student success and by meeting benchmarks in slo assessment.

We have met with retired Rich Tidd from IT in 2016, 2017 and 2018. We received a quote for electrical infrastructure work in 2018. Rich Tidd indicated that he had equipment that he could install at that time. The quote was submitted through the chain of command with no response.

The challenges are getting approval and funding.

The media upgrade for building 10 involves projectors that are connected to the ceiling and audio systems in all the classrooms. Upgrading the video and audio capabilities in these classrooms improve the educational experience for all in-person sessions. These upgrades could also help with a highflex lecture.

Year Initiated

2021 - 2022

Implementation Step(s) and Timelines

We will continue to follow up with facilities managers and IT sometime before March 1, 2022.

Mapping

- SKY College Values: (X - Selected)

- Academic Excellence: X
- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date

11/13/2023

Academic Year Updated

2023 - 2024

Goal Status

On Hold

Goal Status Narrative

Our requests have been put on hold, we will continue to seek out improvements to IT in our facilities.

GOAL

Advanced Driver Assist Systems Courses

Goal and Desired Impact on Students

Create and/or update curriculum to include Advanced Driver Assist Systems (ADAS) courses to maintain currency of the Automotive program.

Ruben Parra and I have already been through several specialized training courses on ADAS systems. We are both capable of being an instructor for an ADAS course.

A new course and or additions to our current curriculum to include ADAS training. Several levels of ADAS are currently available in vehicles today. Our program needs supporting space and equipment to implement ADAS training to keep our program current.

Year Initiated

2021 - 2022

Implementation Step(s) and Timelines

Write the curriculum and get it approved before the end of the 21/22 fiscal year.

Seek out and secure funding to purchase the required equipment and training vehicles along with space preparation. before November 2022.

The timeline would be to be able to offer an ADAS course during our evening courses starting no later than Spring 2023.

Mapping

- SKY College Values: (X - Selected)

- Academic Excellence: X
- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date

11/13/2023

Academic Year Updated

2023 - 2024

Goal Status

Completed

Goal Status Narrative

We have completed the curriculum, most of the equipment and training are in place.

GOAL

Annual Equipment Repair Budget

Goal and Desired Impact on Students

Maintain proper operation and function of all equipment through an annual equipment repair budget line of credit or fund that can only be used for this purpose.

If equipment doesn't work the students will not have the tools to learn on.

If the equipment works but needs maintenance it could be operating in an unsafe or inaccurate manor.

Specific funding is needed beyond the current Automotive budget to maintain our equipment on an annual basis.

Up to now when we get hit with a repair bill for over \$1000.00 I have to ask our dean if there are any funds for the repair. This process if approved always delays the repair. With a line item budget for repairs I can process the repair request much faster.

Our college values are to provide a quality and safe educational experience for our students. Broken, damaged or inoperative equipment does not support these values.

Year Initiated

2021 - 2022

Implementation Step(s) and Timelines

It has not been documented until now but I have been asking for and working for years with the administration for this line item in our budget.

Adding this to our program goals is our first step to document this program need which is critical to maintaining program operation. Now that it is documented I can add this financial requirement to the ARR.

Mapping

- SKY College Values: (X - Selected)

- Academic Excellence: X
- Student Success and Equity: X
- Sustainability: X

STATUS

Goal Status Date

11/13/2023

Academic Year Updated

2023 - 2024

Goal Status

Behind Schedule

Goal Status Narrative

Auto continues to request a budget line item for equipment repairs. We have not received this request.