## Signature Page

### Auto-2011

#### I. Team Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Member Type</th>
<th>Email</th>
<th>Contact Phone</th>
<th>Responsible for what part</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>George Hrita</td>
<td>Primary Team Member</td>
<td><a href="mailto:george.hritz@marin.edu">george.hritz@marin.edu</a></td>
<td>8531</td>
<td>all</td>
<td></td>
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</tr>
</tbody>
</table>

#### II. Program Review Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Committee (Chairs)</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris Schultz</td>
<td>Curriculum Committee Chair</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Blaze Woodlief</td>
<td>Educational Planning Committee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laura McCarty and Erik Dumire</td>
<td>Facilities Committee Co-Chairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sara McKinnon</td>
<td>Planning and Resource Allocation Committee Co-Chair/Academic Senate President</td>
<td></td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td>Planning and Resource Allocation Committee Co-Chair/Instructional Equipment Committee Chair</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sara McKinnon, Yolanda Bellisimo and Anne Gearhart</td>
<td>Program Review Committee Chair and SLO Coordinators</td>
<td></td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td>Student Access and Success Committee Chair</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Irvine</td>
<td>Tech Committee Chair</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### III. Vice President of Academic Affairs

<table>
<thead>
<tr>
<th>Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nick Chang</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### IV. Board of Trustees President

<table>
<thead>
<tr>
<th>Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eva Long</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*College of Marin Program Review Signature Page* • CG v.I February 2008
Instructional Equipment
Auto-2011

This section will be filled out by faculty and reviewed by the Department Chair, the ARea Dean, the Instructional Equipment Committee, IPC and Budget.

Please enter items that will be used over a period of semesters BY STUDENTS. (Note: These should be NEW items that you are requesting one time only - not ongoing or consumable. Ongoing and consumable requests go under "Other Instructional Equipment". Technology-related requests should go under "Technology Requests".)

Select whether the item is less than or more than $200 each. If you are a large discipline with several areas, please include which area this item is for. Include Tax, Shipping and Handling in the total cost for each item.

Importance:
• ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
• ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
• ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?

I. Instructional Equipment/Materials Requirements

<table>
<thead>
<tr>
<th>Importance</th>
<th>Priority</th>
<th>Category</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>01</td>
<td>All Classes</td>
<td>AUTO</td>
</tr>
</tbody>
</table>

Description and part number for ordering:
Reconfigure the Small Components Lab/Classroom as shown on the building modernization plans.

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost</th>
<th>Tax</th>
<th>Shipping</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$15,000.00</td>
<td>$1,200.00</td>
<td>$0.00</td>
<td>$16,200.00</td>
</tr>
</tbody>
</table>

One-time expenses: (e.g. construction, electrical, installation)
see above

On-going Expenses: (e.g. maintenance, repairs, staffing, and/or upgrades)
none

Item to be shared with the following Department/Program: (Include any shared expenses)
none

Do you have space for this equipment? Yes

Justification for Item (See Rating Rubric)

1. Is this equipment required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

2. Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

The approved plans called for a well planned smart classroom. What was constructed is a disaster. The only white board is on a side wall that does not have access when students are seated. There is no space to use an overhead projector. There is no computer. What is now the back wall with two windows was planned as the front of the room with sixteen feet of white board.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
The students are receiving a sub-standard lecture experience they cannot see all the information presented. Correcting the classroom design problems will improve the quality of instruction.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

Access will be improved by providing a classroom where various presentation media are available. The classroom could be used by up to 420 students. The classroom upgrade is required by the existing students and would attract new students by providing a quality learning environment.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This upgraded lab/classroom will enhance the students access to the use of current technology.

5. Additional Justification for this item:

The plans that the faculty signed off on were not followed. I was never contacted about the changes or ever provided a reason for the changes.

I. Instructional Equipment/Materials Requirements

<table>
<thead>
<tr>
<th>Importance</th>
<th>Priority</th>
<th>To Support Annually:</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>01</td>
<td>All Classes</td>
<td>AUTO</td>
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<th>Shipping: Total:</th>
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</thead>
<tbody>
<tr>
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<td>$15,000.00</td>
<td>$1,200.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

One-time expenses: (e.g. construction, electrical, installation)

see above

On-going Expenses: (e.g. maintenance, repairs, staffing, and/or upgrades)

none

Item to be shared with the following Department/Program: (Include any shared expenses)

none

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<table>
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<tr>
<th>Importance</th>
<th>Priority</th>
<th>Description and part number for ordering:</th>
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<td></td>
<td>Shipping: $0.00 Total: $0.00</td>
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<tr>
<td></td>
<td></td>
<td>One-time expenses: (e.g. construction, electrical, installation)</td>
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<tr>
<td></td>
<td></td>
<td>On-going Expenses: (e.g. maintenance, repairs, staffing, and/or upgrades)</td>
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</table>

Item to be shared with the following Department/Program: (include any shared expenses)

Do you have space for this equipment?

Justification for Item (see Rating Rubric)
1. Is this equipment required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

5. Additional Justification for this item:

I. Instructional Equipment/Materials Requirements

<table>
<thead>
<tr>
<th>Importance:</th>
<th>Priority:</th>
<th>To Support</th>
<th>Discipline</th>
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Description and part number for ordering:

OTC Pegisys Wireless Diagnostic System

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One-time expenses: (e.g. construction, electrical, installation)

none

On-going Expenses: (e.g. maintenance, repairs, staffing, and/or upgrades)

none

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Do you have space for this equipment? Yes

Justification for Item (See Rating Rubric)

1. Is this equipment required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)
This scan tool was funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment if I stayed under the allocated dollar amount. They ordered from the top of the list working down until 85% of the budget was spent. They would order the last 15% after the first group was received in case there were any unexpected expenses. After everything was received they cut the last 15%. Had I known this I would have prioritized the equipment as this is a very important tool. It is the newest scan tool from OTC Diagnostics and represents the industry move form stand-alone scan tools to PC based scan tools. Without learning this new technology our graduates will not be prepared to enter the workforce with the required industry standard technological skills.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

It is the industry standard technology scan tool from OTC Diagnostics and represents the industry move from stand-alone scan tools to PC based scan tools. Without learning this new technology our graduates will not be prepared for the job.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

This type of technology will be used by almost every student in every class. Vehicles all now use a Communication Area Network (CAN) where all the vehicles systems communicate on a single bus. Replacing a brake light bulb with a bulb with a different wattage could cause a vehicle to not start. Students need to be knowledgeable in use of these types of scan tools to be able to perform even the simplest tasks.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

5. Additional Justification for this item:

This scan tool was funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment if I stayed under the allocated dollar amount. They ordered from the top of the list working down until 85% of the budget was spent. They would order the last 15% after the first group was received in case there were any unexpected expenses. After everything was received they cut the last 15%. Had I known this I would have prioritized the equipment as this is a very important tool.
## I. Instructional Equipment/Materials Requirements

<table>
<thead>
<tr>
<th>Importance:</th>
<th>Priority:</th>
<th>To Support Annually:</th>
<th>Category</th>
<th>Discipline Area</th>
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<tbody>
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<td>A</td>
<td>02</td>
<td>Over $200 Each</td>
<td>15 Classes</td>
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### Description and part number for ordering:


<table>
<thead>
<tr>
<th>Description and part number for ordering:</th>
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<tbody>
<tr>
<td>ELMO Document Camera</td>
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<table>
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### One-time expenses: (e.g. construction, electrical, installation)

none

### On-going Expenses: (e.g. maintenance, repairs, staffing, and/or upgrades)

none

### Item to be shared with the following Department/Program: (Include any shared expenses)

none

### Do you have space for this equipment?

Yes

### Justification for Item (See Rating Rubric)

1. Is this equipment required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

Demonstrating hand-held meters and digital storage oscilloscopes and scan tools is worthless when presenting to a large group. The most productive way to make this type of presentation is to project the images on to a large screen. The document camera make this very easy to do.

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This camera was funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment if I stayed under the allocated dollar amount. They ordered from the top of the list working down until 85% of the budget was spent. They would order the last 15% after the first group was received in case there were any unexpected expenses. After everything was received they cut the last 15%. Had I known this I would have prioritized the equipment as this is a very important tool.
3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This camera will enhance the students access to the use of current technology.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:

This camera was funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment if I stayed under the allocated dollar amount. They ordered from the top of the list working down until 85% of the budget was spent. They would order the last 15% after the first group was received in case there were any unexpected expenses. After everything was received they cut the last 15%. Had I known this I would have prioritized the equipment as this is a very important tool.

I. Instructional Equipment/Materials Requirements

<table>
<thead>
<tr>
<th>Importance</th>
<th>Priority</th>
<th>To Support Annually:</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>03</td>
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<td>AUTO</td>
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<td></td>
<td></td>
<td>10 Classes Each</td>
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Description and part number for ordering:
MODIS Elite 9.2 MODIS CF Kit

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<th>Tax:</th>
<th>Shipping: Total:</th>
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<td>$10,035.02</td>
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One-time expenses: (e.g. construction, electrical, installation)
none

On-going Expenses: (e.g. maintenance, repairs, staffing, and/or upgrades)
none

Item to be shared with the following Department/Program: (Include any shared expenses)
none
Do you have space for this equipment?  

Yes

Justification for Item (See Rating Rubric)

1. Is this equipment required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this equipment required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

This scan tool was funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment if I stayed under the allocated dollar amount. They ordered from the top of the list working down until 85% of the budget was spent. They would order the last 15% after the first group was received in case there were any unexpected expenses. After everything was received they cut the last 15%. Had I known this I would have prioritized the equipment as this is a very important tool. It is the newest scan tool from Snap-On Diagnostics. Without learning this new technology our graduates will not be prepared for the job.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

It is the newest scan tool from Snap-On Diagnostics. Without learning this new technology our graduates will not be prepared for the job.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

This type of technology will be used by almost every student in every class. Vehicles all now use a Communication Area Network (CAN) where all the vehicles systems communicate on a single bus. Replacing a brake light bulb with a bulb with a different wattage could cause a vehicle to not start. Students need to be knowledgeable in use of these types of scan tools to be able to perform even the simplest tasks.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today. Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:

This scan tool was funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment if I stayed under the allocated dollar amount. They ordered from the top of the list working down until 85% of the budget was spent. They would order the last 15% after the first group was received in case there were any unexpected expenses. After everything was received they cut the last 15%. Had I known this I would have prioritized the equipment as this is a very important tool.
## I. Technology/Software Requests

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

**Importance:**
- ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
- ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
- ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

<table>
<thead>
<tr>
<th>Importance</th>
<th>Priority</th>
<th>To Support Annually:</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>01</td>
<td>25 Classes</td>
<td>Online Subscription</td>
<td>AUTO</td>
</tr>
</tbody>
</table>

**Description and part number for ordering. Please include system requirement.**

Mitchell On Demand automotive service and repair system

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
<th>Shipping:</th>
<th>Total:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$999.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$999.00</td>
</tr>
</tbody>
</table>

**Type**

- License
- Renewal
- Open Lab

**Discipline-Specific**

**Item to be shared with the following Department/Program:** (Include any shared expenses)

none

**Justification for Item (See Rating Rubric)**

1. Is this software required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

Without learning this new technology our graduates will not be prepared to enter the workforce with the required industry standard technological skills.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
Students use this technology in all courses. The depth of knowledge needed to use this technology progress with progress through the course sequence.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

We currently have seven laptop and two desktop computers from which students can access the data base. Without this data base students would need to use a manual to find the information the cost of yearly manuals exceeds the cost of the service.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:

Without learning this new technology our graduates will not be prepared to enter the workforce with the required industry standard technological skills.

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</thead>
<tbody>
<tr>
<td>A</td>
<td>01</td>
<td>25 Classes</td>
<td>Online Subscription</td>
<td>AUTO</td>
</tr>
</tbody>
</table>

Description and part number for ordering. Please include system requirement.

Alldata online automotive service and repair information system
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<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
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<td>$0.00</td>
<td>$1,080.00</td>
</tr>
</tbody>
</table>

**Type**

- College-wide
- Discipline-Specific

**Item to be shared with the following Department/Program:** (Include any shared expenses)

none

**Justification for Item (See Rating Rubric)**

1. Is this software required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
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2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   Students use this technology in all courses. The depth of knowledge needed to use this technology progress with progress through the course sequence.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

   We currently have seven laptop and two desktop computers from which students can access the data base. Without this data base students would need to use a manual to find the information the cost of yearly manuals exceeds the cost of the service.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

   One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

5. Additional Justification for this item:

   Without learning this new technology our graduates will not be prepared for the job.
I. Technology/Software Requests

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Importance:
- 'A' means that your discipline cannot teach your course(s) without the requested equipment.
- 'B' means that your course(s) would be greatly enhanced with the requested equipment.
- 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

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Description and part number for ordering. Please include system requirement.
Update John Bean Alignment Equipment

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Type: College-wide
Discipline-Specific: Upgrade
Open Lab
Lab use

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)

1. Is this software required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

The Automotive Technology Program teaches the operation of two alignment systems. These systems need a software update yearly.

Without learning this new technology our graduates will not be prepared to enter the workforce with the required industry standard technological skills.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

Students use this technology in five courses. The depth of knowledge needed to use this technology progress with progress through the course sequence.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting
new students?

The industry has many options for alignment equipment each with its own technology. Without learning a variety of technologies our graduates will not be prepared to enter the workforce.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:

The technology that is used on current vehicles is more advanced than the fighter jets that were used in the Vietnam War. Everything from tire pressure to emission controls is monitored. Since 2008 all vehicles use a Computer Area Network (CAN) where all vehicle systems communicate on a single communication bus. Beginning with model year 2012 all vehicles will have to have active stability control. Without staying current with the technology the student will not be prepared to enter the technical workforce.

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Description and part number for ordering. Please include system requirement.

Update Hunter Alignment Equipment

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**Item to be shared with the following Department/Program:** (Include any shared expenses)

NONE

**Justification for Item (See Rating Rubric)**

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Description and part number for ordering. Please include system requirement.

Update Mastertech VCI 2 year subscription

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Justification for Item (See Rating Rubric)

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Description and part number for ordering. Please include system requirement.

Update Mastertech scantool

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Type          Discipline-
Upgrade        Specific

Open Lab       Lab use

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)

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Description and part number for ordering. Please include system requirement.

Update Tech 2 scantool

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Type

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Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)

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5. Additional Justification for this item:

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In addition, how many times have you requested this item, but you have not received it?
Importance: A
Priority: 03
To Support Annually: 25 Classes
Category: Discipline-Related
Discipline Area: AUTO

Description and part number for ordering. Please include system requirement.
Update Matco Proscan scantool

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Type
- Upgrade
- College-wide
- Discipline-Specific
- Open Lab
- Lab use

Item to be shared with the following Department/Program: (Include any shared expenses)
none

Justification for Item (See Rating Rubric)

1. Is this software required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

   The Automotive Technology Program teaches the operation of eight different scan tools. These scan tools need a software update yearly. The current cost to update all the scan tools is $6095.00.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

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Description and part number for ordering. Please include system requirement.

Update OTC Genisys Scantool

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Type: College-wide

Discipline-Specific

Lab use

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)

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Is this software required to meet any local, state or federal Health and Safety Code? If so,
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3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

This type of technology will be used by almost every student in every class. Vehicles all now use a Communication Area Network (CAN) where all the vehicles systems communicate on a single bus. Replacing a brake light bulb with a bulb with a different wattage could cause a vehicle to not start. Students need to be knowledgeable in use of these types of scan tools to be able to perform even the simplest tasks.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

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Description and part number for ordering. Please include system requirement.

Update Snap On Modis Scantool

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Type
Upgrade
College-wide
Discipline-Specific
Open Lab
Lab use

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)

1. Is this software required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

The Automotive Technology Program teaches the operation of eight different scan tools. These scan tools need a software update yearly.

Without learning this new technology our graduates will not be prepared to enter the workforce with the required industry standard technological skills.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

The industry has many options for scan tools each with its own technology. The technician generally does not own the scan tool the business does. Without learning a variety of technologies our graduates will not be prepared to enter the workforce.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
This type of technology will be used by almost every student in every class. Vehicles all now use a Communication Area Network (CAN) where all the vehicles systems communicate on a single bus. Replacing a brake light bulb with a bulb with a different wattage could cause a vehicle to not start. Students need to be knowledgeable in use of these types of scan tools to be able to perform even the simplest tasks.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:

The technology that is used on current vehicles is more advanced that the fighter jets that were used in the Vietnam War. Everything from tire pressure to emission controls is monitored. Since 2008 all vehicles use a Computer Area Network (CAN) where all vehicle systems communicate on a single communication bus. Beginning with model year 2012 all vehicles will have to have active stability control. Without staying current with the technology the student will not be prepared to enter the technical workforce.

I. Technology/Software Requests

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Importance:
• 'A' means that your discipline cannot teach your course(s) without the requested equipment.
• 'B' means that your course(s) would be greatly enhanced with the requested equipment.
• 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

<table>
<thead>
<tr>
<th>Importance</th>
<th>Priority</th>
<th>To Support Annually</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>03</td>
<td>25 Classes</td>
<td>Discipline-Related Software</td>
<td>AUTO</td>
</tr>
</tbody>
</table>

Description and part number for ordering. Please include system requirement.
Update OTC AutoBoss Scantool

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
<th>Shipping:</th>
<th>Total:</th>
</tr>
</thead>
</table>

1. Is this software required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

The Automotive Technology Program teaches the operation of eight different scan tools. These scan tools need a software update yearly. Without learning this new technology our graduates will not be prepared to enter the workforce with the required industry standard technological skills.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

The industry has many options for scan tools each with its own technology. The technician generally does not own the scan tool the business does. Without learning a variety of technologies our graduates will not be prepared to enter the workforce.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

This type of technology will be used by almost every student in every class. Vehicles all now use a Communication Area Network (CAN) where all the vehicles systems communicate on a single bus. Replacing a brake light bulb with a bulb with a different wattage could cause a vehicle to not start. Students need to be knowledgeable in use of these types of scan tools to be able to perform even the simplest tasks.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:
The technology that is used on current vehicles is more advanced than the fighter jets that were used in the Vietnam War. Everything from tire pressure to emission controls is monitored. Since 2008 all vehicles use a Computer Area Network (CAN) where all vehicle systems communicate on a single communication bus. Beginning with model year 2012 all vehicles will have to have active stability control. Without staying current with the technology the student will not be prepared to enter the technical workforce.

I. Technology/Software Requests

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IFC and Budget.

Importance:
- ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
- ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
- ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

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<th>To Support Annually</th>
<th>Category</th>
<th>Discipline Area</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>03</td>
<td>25 Classes</td>
<td>Discipline-Related Software</td>
<td>AUTO</td>
</tr>
</tbody>
</table>

Description and part number for ordering. Please include system requirement.

Update Ease Diagnostic Scantool

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost:</th>
<th>Tax:</th>
<th>Shipping:</th>
<th>Total:</th>
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<td>$125.00</td>
<td>$10.00</td>
<td>$10.50</td>
<td>$145.50</td>
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</tbody>
</table>

Type       | College-wide | Discipline-Specific
Upgrade   | Open Lab     | Lab use

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)

1. Is this software required to meet Title 5 and/or Ed Code? If so, how? (Cite code)

Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

The Automotive Technology Program teaches the operation of eight different scan tools. These scan tools need a software update yearly. The current cost to update all the scan tools is $6095.00.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?
The industry has many options for scan tools each with its own technology. The technician generally does not own the scan tool the business does. Without learning a variety of technologies our graduates will not be prepared to enter the workforce.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

This type of technology will be used by almost every student in every class. Vehicles all now use a Communication Area Network (CAN) where all the vehicles systems communicate on a single bus. Replacing a brake light bulb with a bulb with a different wattage could cause a vehicle to not start. Students need to be knowledgeable in use of these types of scan tools to be able to perform even the simplest tasks.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:

The technology that is used on current vehicles is more advanced that the fighter jets that were used in the Vietnam War. Everything from tire pressure to emission controls is monitored. Since 2008 all vehicles use a Computer Area Network (CAN) where all vehicle systems communicate on a single communication bus. Beginning with model year 2012 all vehicles will have to have active stability control. Without staying current with the technology the student will not be prepared to enter the technical workforce.
I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Importance:
• ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
• ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
• ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

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<th>To Support Annually</th>
<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>01</td>
<td>25 Classes</td>
<td>Computer</td>
<td>AUTO</td>
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</table>

Description and part number for ordering:
COM Base Laptop

<table>
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<th>Qty.</th>
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<td>$862.60</td>
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</tbody>
</table>

Type
College-wide

Discipline-Specific
Open Lab
Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Additional

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)
1. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

This laptop was funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment.
if I stayed under the allocated dollar amount. They ordered from the top of the list working down until 85% of the budget was spent. They would order the last 15% after the first group was received in case there were any unexpected expenses. After everything was received they cut the last 15%. Had I known this I would have prioritized the equipment as this is a very important tool. Without learning this new technology our graduates will not be prepared for the job.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

We have seven "Diagnostic Tool Carts" each cart contains a laptop, scan tool, digital storage oscilloscope, digital multimeter, power probe, and infrared gas analyzer. This enables student to have all the tools needed to learn diagnostic skills. The lab has eight bays this laptop will help to complete the last cart.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

We have seven "Diagnostic Tool Carts" each cart contains a laptop, scan tool, digital storage oscilloscope, digital multimeter, power probe, and infrared gas analyzer. This enables student to have all the tools needed to learn diagnostic skills. The lab has eight bays this laptop will help to complete the last cart. By providing this eighth cart the number of students using each cart will be reduced so each student will have more access to use the tools needed for diagnosis.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:

This laptop was funded through the modernization project for the Transportation Technologies Complex. The last 15% of the FF&E budget was cut. This new technology improves access so the students can...
• ‘A’ means that your discipline cannot teach your course(s) without the requested equipment.
• ‘B’ means that your course(s) would be greatly enhanced with the requested equipment.
• ‘C’ means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?

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<th>Category</th>
<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>01</td>
<td>25 Classes</td>
<td>Computer</td>
<td>AUTO</td>
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</table>

Description and part number for ordering:
College of Marin Base Unit OptiFlex 960

<table>
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<th>Qty.</th>
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<td>$20.00</td>
<td>$2,114.39</td>
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Type
College-wide
New

Discipline-Specific
Open Lab
Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:
Both computers to be replaced are at least 15 years old. They are used everyday by students all day long.

Item to be shared with the following Department/Program: (Include any shared expenses)
none

Justification for Item (See Rating Rubric)
1. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

These computers were funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment if I stayed under the allocated dollar amount. They ordered from the top of the list working down until 85% of the budget was spent. They would order the last 15% after the first group was received in case there were any unexpected expenses. After everything was received they cut the last 15%. Had I known this I would have prioritized the equipment as this is a very important tool.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

Students need access to Service and Repair Information Data. We use the two systems that are most used by industry. The student needs quick reliable internet access to use these internet base systems.
3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

This type of technology will be used by almost every student in every class. Students need to be knowledgeable in use of these systems to be able to perform service and repair tasks to gain the skills necessary for employment.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

5. Additional Justification for this item:

These computers were funded through the modernization project for the Transportation Technologies Complex. I was told that I did not have to prioritize my list of equipment if I stayed under the al

I. Technology Requests-Hardware for Lab and Classroom or other student use

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, IPC and Budget.

Importance:
- 'A' means that your discipline cannot teach your course(s) without the requested equipment.
- 'B' means that your course(s) would be greatly enhanced with the requested equipment.
- 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.

In addition, how many times have you requested this item, but you have not received it?

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<th>Discipline Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>01</td>
<td>25 Classes</td>
<td>Other</td>
<td>AUTO</td>
</tr>
</tbody>
</table>

Description and part number for ordering:
CANdi B-010002844 Vehicle Communication Interface for Tech 2 scantool

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Unit Cost</th>
<th>Tax</th>
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<th>Total</th>
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<td>$765.78</td>
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</table>

Type
- College-wide

Discipline-Specific
New

Open Lab

Lab use

If this is an upgrade or replacement, please briefly describe your existing equipment in terms of age and capability or lack thereof:

Without this interface the scan tool can not communicate with a 2008 or newer vehicle

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)

1. Is this hardware required to meet Title 5 and/or Ed Code? If so, how? (Cite code)
   Is this software required to meet any local, state or federal Health and Safety Code? If so, how? (Cite code)

   Without learning this new technology our graduates will not be prepared to enter the workforce with the required industry standard technological skills.

2. How will the quality of instruction be improved for student learning and success? Is it necessary for students to succeed in a series of courses?

   Students use this technology in all courses. The depth of knowledge needed to use this technology progress with progress through the course sequence.

3. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?

   The industry has many options for scan tools each with its own technology. The technician generally does not own the scan tool the business does. Without learning a variety of technologies our graduates will not be prepared to enter the workforce.

4. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

   One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

   Students are required to show competence in the use of equipment both on manipulative and written tests.

5. Additional Justification for this item:

   This type of technology will be used by almost every student in every class. Vehicles all now use a Communication Area Network (CAN) where all the vehicles systems
communicate on a single bus.
I. Consumable Instructional Operating Supplies

This section will be filled out by faculty and reviewed by the Department Chair, the Area Dean, the Technology Committee, PRAC.

Note: Please group requests into broad categories of items required to teach a class. Make ONE entry for each category. Please enter only if your costs have gone up or down or you need additional funds for some reason. Don't fill out if your supply budget has not changed.

Note: These are generally ongoing costs. One-time items go under Instructional Equipment.

Importance:
• 'A' means that your discipline cannot teach your course(s) without the requested equipment.
• 'B' means that your course(s) would be greatly enhanced with the requested equipment.
• 'C' means that you would like this piece of equipment for your course(s) but can wait for a future academic year.
In addition, how many times have you requested this item, but you have not received it?

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<tbody>
<tr>
<td>A</td>
<td>01</td>
<td>25 Classes</td>
<td>AUTO</td>
</tr>
</tbody>
</table>

Broad Category (for example in Chemistry - "Chemicals")
Printer Cartridges

<table>
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<tr>
<th>Annual Cost</th>
<th>Previous Cost</th>
<th>Amount of Increase</th>
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</thead>
<tbody>
<tr>
<td>720.0</td>
<td>0.0</td>
<td>720.0</td>
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Type
New

How Long?
Ongoing/Recurring

Item to be shared with the following Department/Program: (Include any shared expenses)

none

Justification for Item (See Rating Rubric)
1. Is it necessary for students to succeed in a series of courses?

We currently have seven laptop and two desktop computers from which students can access the data bases and print repair and diagnostic instructions. We have nine printers that need cartridges.

2. How will access for students be improved? How many students (annually) will benefit from this request? Is it required to accommodate existing students? Would it be vital to attracting new students?
420 students use the printers in all courses.

3. What student learning or other outcomes are expected? Is it important to the achievement of student goals? How will these outcomes be measured for future planning? What data or evidence supports your request?

One of the Student Learning Outcomes states that a student will be able to demonstrate the use of current technology used in the Automotive Service and Repair Industry. This is the technology used today.

Students are required to show competence in the use of equipment both on manipulative and written tests.
Faculty Members
Auto-2011

I. Program Faculty
Additional Teaching Unit Requests

III. FT Faculty Needs (Please fill this out ONLY if you are stating a need for new full time faculty in your area.)
1. Please indicate if there are NO FT faculty in your discipline. Please provide data regarding the length of time this discipline has been without a full time instructor.

2. Non-availability of part-time instructors in a subject area. Please provide evidence demonstrating the difficulty in finding part-time instructors to teach in the subject area.

3. New FT Faculty: How many NEW FT faculty have been hired in past 10 years? Please list each faculty name and the year of employment. If this instructor is shared with another department, please list the equivalent FTE% for your department. Please list instructional equivalencies as necessary and if faculty member was the result of retreat rights.

4. Reduction in department TUs as a result of FT Faculty retirements or other significant causes? Please provide data that illustrates a change in teaching unit allocation as a direct result of FT faculty retirements within your department and how this may change in the coming year(s).

The Automotive Technology Program was at one time fully staffed with two fulltime highly trained instructors, and a dedicated fulltime automotive lab tech. In 1997 when one Automotive Technology instructor retired, and the fulltime only Auto Collision Repair instructor retired the COM Administration decided to save money by making the ACRT position a part-time program and split the full time Automotive Instructor job. At the same time the lab tech position was split between two programs. Automotive Technology and Auto Collision Repair are entirely different industries, require very different knowledge bases, and the skill sets are unrelated.

5. Other reasons: Have there been other causes for a reduction in units in your discipline? If so, please explain and provide evidence.

The COM Administration failed to comprehend the differences between these two different disciplines. The search for an instructor to teach both areas resulted in a very small and weak pool from which to select. The end result is that a part time instructor in the Auto Tech program was hired. The most important driving force for the decision to split the instructor position and the lab tech position was to save money for the District. This salary savings was never redirected back to the Automotive Program, and the Program has suffered the consequences as a result of this decision.
6. **Changes in Student Demand:** Recent or forthcoming growth as a result of added sections due to enrollment demands. Provide evidence that illustrates the need for additional faculty due to increased student demand such as numbers of sections added and/or courses with waitlist totals showing a need for additional sections. What is the % of FTEF for this increase in units? If there has been a decline in student growth, please explain why.

7. **Current of forthcoming changes** that illustrate the immediate need of additional FT faculty within this department. Please outline all relevant circumstances that justify the priority of a FT hire in addition to those already outlined above. Consider changes in the field, changes in the job market and population shifts.

8. **Program Review Findings:** Indicate what trends you identified in your last program review that support the need for full time faculty hires. Tie these to the department and college mission.

9. **Other considerations:** Include such information as matriculation needs, changes in student demand or community and job market needs, response to legislation, or rapid growth of the discipline.

10. **Shared Resources:** If you have requested FT faculty that will be used by more than one department, please indicate here. Please indicate which disciplines and/or departments and the number of combined students/faculty or classes he/she would serve. Please indicate how it will improve access or outcomes and if it is needed for health and safety concerns or required by law.
Program Summary
Auto-2011

Instructions: after reviewing your data and reports from all other sections of your program review, use this form to briefly summarize all of the information you have provided by closing with your concluding remarks (e.g. an executive one-page summary) for your entire program review.

I. Assessment of Previous Program Reviews:
1. What resources have you been granted from your previous program reviews?
2. Please assess how these resources have been used to improve access, learning outcomes and student success in your program?
3. What changes have you implemented based on previous program reviews?
4. What results have you found?

~ The Automotive Technology Program uses the Automotive Technician Training Standards (ATTS) Certification process is a very detailed evaluation of the Program. The process leaves no stone unturned. The process requires input from industry, members of the local business community, current employers and former students. ~ The Automotive Faculty is dedicated to providing high quality instruction. At the same time, they pride themselves at being aware of each student's needs and career goals.

II. Requests Summary:
1. Please summarize the main requests you have made in this program review in order of your priority starting with the most important one.
2. Summarize briefly why you want each one.
3. Summarize your overall rationale.

Instruction can be improved by staffing two full time instructors which would allow each instructor the time to stay current in a specialty area rather than trying to stay current in several specialty areas. ~ Access can be improved by staffing two full time instructors which would allow for increased recruitment and outreach efforts to under representative populations. The Automotive Technology Programs must be funded from the "General Fund". Categorical Funds should be supplemental to enhance the program and not be the source of primary funding.

Class size should be a maximum of 24 students per class. The modernized facility was built with eight bays. Each training bay can safely accommodate three students. Forcing more students into the workspace creates both an unsafe workspace and limits students access to success.

The Office of Organizational Planning and Development needs to work with the faculty to develop a STUDENT PROGRESS TRACKING SYSTEM. The tool must; identify student goals, develop a personalized plan for the student to reach their goal that should include a
financial plan, an educational plan and a job placement plan and if a transfer plan and it needed should follow the student for five years to evaluate the effectiveness of their college experience.

III. Other concluding remarks.

The image of the Automotive Repair Service Industry needs a make-over the College can help by marketing this career choice as a highly skilled, well paying, challenging and rewarding profession.
Department Chair Comments

Auto-2011

1. Please rank the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

I recommend we support their needs for equipment and supplies so they can continue with their successful work. I support the ranking that the instructional staff has submitted.

2. Please comment if additional units, faculty, or staff have been requested.

I'd like to take this opportunity to respond to some points made in the Auto Tech 2011 Program Review.

In the Faculty Members section, item numbers 4 & 5 and in the Program Summary, there is reference to the Auto Tech program only having one full time instructor since 1997. This is not entirely correct. There have been two full time faculty members since then.

There are also inaccurate comments about hiring practices and comments questioning instructor qualifications. Currently, both instructors in Auto Tech are ASE certified master techs undergoing at least 20 hours of update training per year. Each teaches at least 15 units of Auto Tech per semester. In addition, there are two part time instructors. They teach the remainder of the units allocated to the Auto Tech department (approximately 10 units.) Both the full time and the part time instructors bring a great wealth of knowledge and experience.

I'd like to point out that in today's automotive repair shop, it is important for Auto Technicians and Auto Collision Repair Technicians to work together. For example, an Auto Technician, working in a dealership may be expected to remove an interior door panel or a bumper assembly (considered Auto Collision) while performing warranty work. On the other hand, a technician in an Auto Collision Repair facility may find it necessary to remove the front suspension when repairing a car sustaining front end damage. The two industries are growing closer together rather than farther apart and a growing number of students are electing to take courses in both disciplines.

The College of Marin district goes to...
great efforts to insure that hiring practices are fair and follow all legal
guidelines. College of Marin follows state and federal guidelines for hiring its employees. The comments made in
Faculty Members, item number 5 are unprofessional and uncalled for and do not belong in Program Review. They are solely the opinion of
the person preparing the document.

The district supports all Career Education programs by sending any instructor who wishes to attend a conference to receive update
training to help them stay current in their field. In addition, the district has hired a support
staff to help with recruitment and student success. These positions have been funded by the
district in response to Program Revitalization.

At the most recent Advisory Committee Meeting, it was agreed to change the skill certificates into certificates of achievement. This will have a positive influence on the number of graduates from the program.

3. Other comments

Other areas of concern needing to be addressed in Auto Tech are the cracked floors and improper countertop material. The floors need epoxy coating and the counter tops need an overlay of stainless steel. These issues should have been dealt with through the modernization process but have not been resolved. If the modernization funds do not cover these issues then the district will need to resolve these matters.