

Program Information Report

Manufacturing & Automotive

**Automotive Services Technician (CTASVT)
Certificate**

Program Effective Term: Fall 2020

High Demand Occupation High Skill Occupation High Wage Occupation

This program prepares students for employment as a certified automotive technician. Students will diagnose and repair malfunctions in automobile engines, suspensions and steering systems, brakes, electrical and electronic systems and engine drivability issues. This program also offers opportunities to explore vehicle performance, diesel, alternative fuel vehicles, hybrid vehicles and to participate in the building of performance vehicles. The program prepares the student for the State of Michigan Mechanic Certification tests as well as the National Institute for Automotive Service Excellence (ASE) Certification Exams.

Articulation:

Eastern Michigan University, several BS degrees.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site: <http://www.wccnet.edu/curriculum/articulation/levelone/colleges/>.

Major/Area Requirements		(30 credits)
ASV 130	Automotive Maintenance	4
ASV 131	Automotive Electrical	4
ASV 132	Automotive Engines	4
ASV 133	Automotive Fuel Systems	4
ASV 134	Automotive Transmissions	4
ASV 254	Suspension and Steering	2
ASV 255	Brakes	2
ASV 256	Electrical and Electronic Systems	4
	Restricted Electives select 2 or more credits: ABR 111, ABR 114, ASV 174, ASV 269, ASV 270, ASV 277, ASV 279, CST 185, MST 110, MTT 102, or WAF 105	2

Minimum Credits Required for the Program: 30

**WASHTENAW COMMUNITY COLLEGE
PROGRAM CHANGE OR DISCONTINUATION FORM**

Program Code: Program Name:
 CTASVT Automotive Services Technician
 Division Code: Department:
 ATP Transportation Technologies

Effective Term:
 Fall 2020

Directions:

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

Requested Changes:

- | | |
|---|---|
| <input type="checkbox"/> Review | <input type="checkbox"/> Program admission requirements |
| X Remove course(s): <u>ASV258, MEC101, ASV 251, ASV 257</u> | <input type="checkbox"/> Continuing eligibility requirements |
| <input type="checkbox"/> Add course(s): _____ | <input type="checkbox"/> Program outcomes |
| <input type="checkbox"/> Program title (title was _____) | <input type="checkbox"/> Accreditation information |
| <input type="checkbox"/> Description | <input type="checkbox"/> Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses) |
| <input type="checkbox"/> Type of award | <input type="checkbox"/> Other |
| <input type="checkbox"/> Advisors | |
| <input type="checkbox"/> Articulation information | |

Show all changes on the attached page from the catalog.

Rationale for proposed changes or discontinuation:

MEC101, ASV251, ASV257 are being removed from a restricted electives list. ASV258 is being removed as a required course. This change is being made to reduce the total number of credit hours to 30 (from 36). The frequency of each course offering, the time(s) of day each semester, and the alignment of content with expressed employers' skill sets were considered.

This program update (CTASVT) will be accompanied with program updates (CTAUBR) and proposals (CTASV2, APOETT) to align and streamline a student's chosen concentration within the Transportation Technologies Department. All of the proposed programs and program updates focus on a guided pathway for students to complete certificates and degrees for their selected concentrations. These proposals and updates are intended to produce a better prepared student for employment opportunities and lead to an increased completion rate.

Financial/staffing/equipment/space implications:

None

List departments that have been consulted regarding their use of this program.

Automotive Body Department (Now Transportation Technologies), Motorcycle Technology Department (Now Transportation Technologies), Industrial Technology Department, Welding and Fabrication Department

Signatures:

Reviewer	Print Name	Signature	Date
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Initiator	Allen Day	<i>Allen Day</i>	12/2/2019
Department Chair	Allen Day	<i>Allen Day</i>	12/12/2019
Division Dean/Administrator	Brandon Tucker	<i>Brandon Tucker</i>	12/12/19
Please submit completed form to the Office of Curriculum and Assessment (SC 257). Once reviewed by the appropriate faculty committees we will secure the signature of the VPI and President.			
Vice President for Instruction	Kimberly Hurns	<i>Kimberly Hurns</i>	2/3/2020
President	Rose B. Bellanca	<i>Rose B. Bellanca</i>	
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*Reviewed by C&A Committee
1/23/20*

Program Information Report

**Automotive Services Technician (CTASVT)
Certificate**

Program Effective Term: Fall 2019

High Demand Occupation High Skill Occupation High Wage Occupation

This program prepares students for employment as a certified automotive technician. Students will diagnose and repair malfunctions in automobile engines, suspensions and steering systems, brakes, electrical and electronic systems and engine drivability issues. This program also offers opportunities to explore vehicle performance, diesel, alternative fuel vehicles, hybrid vehicles and to participate in the building of performance vehicles. The program prepares the student for the State of Michigan Mechanic Certification tests as well as the National Institute for Automotive Service Excellence (ASE) Certification Exams.

Articulation:

Eastern Michigan University, several BS degrees.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site: <http://www.wccnet.edu/curriculum/articulation/levelone/colleges/>.

Major/Area Requirements		(36 credits)
ASV 130	Automotive Maintenance	4
ASV 131	Automotive Electrical	4
ASV 132	Automotive Engines	4
ASV 133	Automotive Fuel	4
ASV 134	Automotive Transmissions	4
ASV 254	Suspension and Steering	2
ASV 255	Brakes	2
ASV 256	Electrical and Electronic Systems	4
ASV 258	Engine Drivability	2
	Restricted elective(s): Select 2 or more credits from the following: ABR 111, ABR 114, CST 185, MST 110, MTT 102, MEC 101, WAF 105 or WAF 109	2
	Restricted elective(s) to reach a minimum of 36 credits: ASV 174, ASV 251, ASV 257, ASV 269, ASV 270, ASV 277 or ASV 279	4

Minimum Credits Required for the Program: 36

PROGRAM CHANGE OR DISCONTINUATION FORM

Program Code: **CTASVT** Program Name: **Automotive Services Technician**
 Division Code: **ATP** Department: **Automotive Service Department**

Effective Term:
Fall 2019

Directions:

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2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

Requested Changes:

- | | |
|---|---|
| <input type="checkbox"/> Review | <input type="checkbox"/> Program admission requirements |
| <input checked="" type="checkbox"/> Remove course(s): From restricted electives: <u>ASV 135, ASV 252, ASV 253, ASV 259, ASV 263, ASV 267, ABR 116</u> | <input type="checkbox"/> Continuing eligibility requirements |
| <input checked="" type="checkbox"/> Add course(s): As restricted electives: <u>ABR 114, ABR 111, WAF 109, MEC 101, WAF 125, CST 185, MST 110</u> | <input type="checkbox"/> Program outcomes |
| <input type="checkbox"/> Program title (title was) | <input type="checkbox"/> Accreditation information |
| <input type="checkbox"/> Description | <input type="checkbox"/> Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses) |
| <input type="checkbox"/> Type of award | <input type="checkbox"/> Other |
| <input type="checkbox"/> Advisors | |
| <input type="checkbox"/> Articulation information | |

Show all changes on the attached page from the catalog.

Rationale for proposed changes or discontinuation:

The frequency of each course offering, the time(s) of day each semester, and the alignment of content with expressed employer's skill sets were considered. Prerequisites were also reviewed, and the courses were chosen to limit registration restrictions that ~~always~~ require overrides. Department Chair of each department was consulted to consider prerequisite updates to avoid automatic unneeded overrides for registration.

A new course was added (WAF 109), this is a new course that better aligns with program goals. Courses were added to restricted electives, including CST 185 which is a new/updated course (previously CST 225, and not previously included in restricted electives). Added MST 110 and MEC 101 as restricted electives. These changes were made to better align the courses with the program goals.

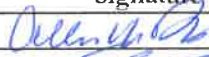

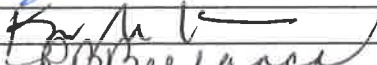
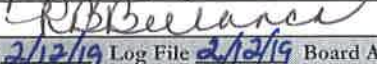
Financial/staffing/equipment/space implications:

None

List departments that have been consulted regarding their use of this program.

Automotive Body Department, Motorcycle Technology Department, Industrial Technology Department, Computer Instruction Department, Welding and Fabrication Department

Signatures:

Reviewer	Print Name	Signature	Date
Initiator	Aileen Day		11/19/2018
Department Chair	Justin Marmagosa		11/19/2018
Division Dean/Administrator			
Vice President for Instruction	Kimberly Huens		11/28/2018
President	Rose B. Sealane		11/5/19
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Please submit completed form to the Office of Curriculum and Assessment (SC 257).

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Program Information Report

CTASVT

School of Automotive and Motorcycle Technology

If you are looking for the best technical training in the automotive or motorcycle field, WCC's School of Automotive and Motorcycle Technology is the place for you. Whether your focus is finding employment as a technician, learning about performance equipment, or creating a custom look, our introductory and advanced certificate programs, as well as associate degrees, will enhance your personal and professional qualifications. These programs offer the perfect blend of classroom and hands-on education not available in many other educational settings.

Washtenaw Community College offers programs at several levels for students who want to begin new careers, or advance in their existing careers. The first level is the certificate, which can vary from nine to thirty-six credits, depending on the field. Certificates generally prepare students for entry-level jobs.

After completing a certificate, students can progress to the next level, the advanced certificate. The credit hours required for these programs also vary. This type of certificate provides a more specialized level of skill development, and often allows students to upgrade their positions at their places of employment.

The next level, an Associate in Applied Science, is available for some programs. For some career fields, it is possible to earn a certificate, advanced certificate (if one exists), and an Associate in Applied Science degree in the same field. In these cases, the credit hours from the certificate and advanced certificate can be applied to the credit hours needed for the Associate in Applied Science degree.

Alternatively, students can earn an AAS in Occupational Studies by completing a certificate, advanced certificate and General Education requirements.

Automotive Services

The automotive certificate prepares the student for work as an automotive services technician, diagnosing and repairing malfunctions in automobile systems.

Program Information Report

Automotive Services Technician (CTASVT)

Certificate

Program Effective Term: Fall 2015

High Demand Occupation High Skill Occupation High Wage Occupation

This program prepares students for employment as a certified automotive technician. Students will diagnose and repair malfunctions in automobile engines, suspensions and steering systems, brakes, electrical and electronic systems and engine drivability issues. This program also offers opportunities to explore vehicle performance, diesel, alternative fuel vehicles, hybrid vehicles and to participate in the building of performance vehicles. The program prepares the student for the State of Michigan Mechanic Certification tests as well as the National Institute for Automotive Service Excellence (ASE) Certification Exams.

Articulation:

Eastern Michigan University, several BS degrees.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site: <http://www.wccnet.edu/departments/curriculum/articulation.php?levelone=colleges>.

Major/Area Requirements		Credits
ASV 130	Automotive Maintenance	4
ASV 131	Automotive Electrical	4
ASV 132	Automotive Engines	4
ASV 133	Automotive Fuel	4
ASV 134	Automotive Transmissions	4
ASV 254	Suspension and Steering	2
ASV 255	Brakes	2
ASV 256	Electrical and Electronic Systems	4
ASV 258	Engine Drivability	2
	Select 2 credits from the following: ABR 116, ASV 135, MTT 102 or WAF 105	2
	Select 4 credits from the following: ASV 135, ASV 174, ASV 251, ASV 252, ASV 253, ASV 257, ASV 259, ASV 263, ASV 267, ASV 269, ASV 270, ASV 277 or ASV 279	4

Minimum Credits Required for the Program:

36

PROGRAM CHANGE OR DISCONTINUATION FORM

Program Code: ~~CVASVT~~ ~~CTASVT~~

Program Name: Automotive Services Technician

Effective Term: Fall 2015

Division Code: ATP Department: AUTD

Directions:

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
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Requested Changes:

- | | |
|--|---|
| <input type="checkbox"/> Review | <input type="checkbox"/> Program admission requirements |
| <input checked="" type="checkbox"/> Remove course(s): <u>ASV 151, 152, 153, 154, 155, 157, 261, 262</u> | <input type="checkbox"/> Continuing eligibility requirements |
| <input checked="" type="checkbox"/> Add course(s): <u>ASV 130, 131, 132, 133, 134, 135, 267, 270, 277, 279</u> | <input type="checkbox"/> Program outcomes |
| <input type="checkbox"/> Program title (title was _____) | <input type="checkbox"/> Accreditation information |
| <input type="checkbox"/> Description | <input type="checkbox"/> Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses) |
| <input type="checkbox"/> Type of award | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Advisors | |
| <input type="checkbox"/> Articulation information | |

Show all changes on the attached page from the catalog.

Rationale for proposed changes or discontinuation:

Aligning program courses with ASE and NATEF certification requirements.

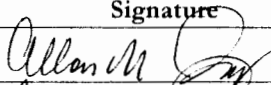
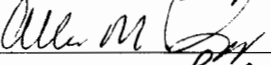

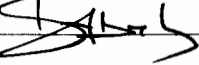
Financial/staffing/equipment/space implications:

None

List departments that have been consulted regarding their use of this program.

None

Signatures:

Reviewer	Print Name	Signature	Date
Initiator	Allen Day		01/08/2015
Department Chair	Allen Day		01/08/2015
Division Dean/Administrator	Brandon Tucker		1/9/15
Vice President for Instruction	William Abernethy		3/16/15
President			

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Please submit completed form to the Office of Curriculum and Assessment and email an electronic copy to sjohn@wccnet.edu for posting on the website.

PROGRAM PROPOSAL FORM

- Preliminary Approval** – Check here when using this form for preliminary approval of a program proposal, and respond to the items in general terms.
- Final Approval** – Check here when completing this form after the Vice President for Instruction has given preliminary approval to a program proposal. For final approval, complete information must be provided for each item.

<p>Program Name:</p> <p>Division and Department:</p> <p>Type of Award:</p> <p>Effective Term/Year:</p> <p>Initiator:</p>	<p><u>Automotive Services Technician</u></p> <p><u>Vocational Technologies, Auto</u></p> <p><input type="checkbox"/> AA <input type="checkbox"/> AS <input type="checkbox"/> AAS <input checked="" type="checkbox"/> Cert. <input type="checkbox"/> Adv. Cert. <input type="checkbox"/> Post-Assoc. Cert. <input type="checkbox"/> Cert. of Comp.</p> <p><u>Fall 2011</u></p> <p><u>Russ Ferguson</u></p>	<p>Program Code:</p> <p><u>CTASVT</u></p> <p>CIP Code:</p> <p><u>47.0604</u></p>
<p>Program Features Program's purpose and its goals. Criteria for entry into the program, along with projected enrollment figures. Connection to other WCC programs, as well as accrediting agencies or professional organizations. Special features of the program.</p>	<p>This program prepares students for employment as licensed and certified automotive technicians. Students will diagnose and repair malfunctions in automobile engines, automatic and manual transmissions, suspension, steering, brakes, electrical systems, heating and air conditioning and engine management systems. The program prepares the student for the State of Michigan mechanic licensure tests as well as the National Institute for Automotive Service Excellence (ASE) certification exams. Students can earn an AAS degree by completing the requirements for the Occupational Studies Program.</p> <p>A student is immediately eligible to participate in this program upon acceptance to the college and has satisfied all other criteria to take college level coursework.</p> <p>We anticipate that the enrollment will hold steady to the current figures, approximately 225 unduplicated headcount and 600 section enrollments.</p> <p>The Automotive Service Program is currently certified by the North American Transportation and Education Foundation.</p>	
<p>Need</p> <p>Need for the program with evidence to support the stated need.</p>	<p>Students who complete the current basic certificate are not employable to the level necessary. Only by completing the advanced certificate do they receive the training and certification that allows them to be employed and earn a living wage. To remedy this situation, we wish to combine the two certificates into a single certificate.</p>	
<p>Program Outcomes/Assessment</p> <p>State the knowledge to be gained, skills to be learned, and attitudes to be developed by students in the program.</p> <p>Include assessment methods that will be used to determine the effectiveness of the program.</p>	<p><u>Outcomes</u></p> <ol style="list-style-type: none"> 1. Diagnose, repair and service mechanical, hydraulic and electrical engine components. 2. Diagnose, repair and service major suspension, steering components and brake components. 	<p><u>Assessment method</u></p> <ol style="list-style-type: none"> 1. NATEF Checklist 2. NATEF Checklist

Please return completed form to the Office of Curriculum & Assessment and email an electronic copy to sjohn@wccnet.edu for posting on the website.

<p>Curriculum</p> <p>List the courses in the program as they should appear in the catalog. List minimum credits required. Include any notes that should appear below the course list.</p>	<p>Students will complete all of the following courses:</p> <table border="0"> <tr><td>4</td><td>ASV151</td><td>Automotive Service I</td></tr> <tr><td>4</td><td>ASV152</td><td>Automotive Service II</td></tr> <tr><td>4</td><td>ASV153</td><td>Automotive Service III</td></tr> <tr><td>4</td><td>ASV154</td><td>Automotive Service IV</td></tr> <tr><td>4</td><td>ASV155</td><td>Automotive Service V</td></tr> <tr><td>2</td><td>ASV254</td><td>Suspension and Steering</td></tr> <tr><td>2</td><td>ASV255</td><td>Brakes</td></tr> <tr><td>4</td><td>ASV256</td><td>Electrical and Electronic Systems</td></tr> <tr><td>2</td><td>ASV258</td><td>Engine Drivability</td></tr> </table> <p>Select 2 credits from the following</p> <table border="0"> <tr><td>2</td><td>ASV157</td><td>Repair Facility Operations and Advising*</td></tr> <tr><td>2</td><td>ABR116</td><td>The Evolution of the Automobile</td></tr> <tr><td>2</td><td>MTT102</td><td>Machining for Auto Applications</td></tr> <tr><td>2</td><td>WAF105</td><td>Welding for Art and Engineering</td></tr> </table> <p>Select 4 credits from the following</p> <table border="0"> <tr><td>2</td><td>ASV157</td><td>Repair Facility Operations and Advising*</td></tr> <tr><td>1-3</td><td>ASV174</td><td>ASV Co-op Education I</td></tr> <tr><td>2</td><td>ASV251</td><td>Engine Diagnosis and Repair</td></tr> <tr><td>2</td><td>ASV252</td><td>Automatic Transmissions</td></tr> <tr><td>2</td><td>ASV253</td><td>Manual Drivetrain and Axles</td></tr> <tr><td>2</td><td>ASV257</td><td>Heating and Air Conditioning Systems</td></tr> <tr><td>4</td><td>ASV259</td><td>Diagnosis and Repair</td></tr> <tr><td>2</td><td>ASV261</td><td>Alternative Fuels and Hybrid Vehicles</td></tr> <tr><td>2</td><td>ASV262</td><td>Diesel Technology</td></tr> <tr><td>2</td><td>ASV263</td><td>Vehicle Performance</td></tr> <tr><td>4</td><td>ASV269</td><td>Performance Automotive</td></tr> </table> <p>Maximum of 36 credits for a certificate at WCC.</p> <p>* Can only be taken once.</p>			4	ASV151	Automotive Service I	4	ASV152	Automotive Service II	4	ASV153	Automotive Service III	4	ASV154	Automotive Service IV	4	ASV155	Automotive Service V	2	ASV254	Suspension and Steering	2	ASV255	Brakes	4	ASV256	Electrical and Electronic Systems	2	ASV258	Engine Drivability	2	ASV157	Repair Facility Operations and Advising*	2	ABR116	The Evolution of the Automobile	2	MTT102	Machining for Auto Applications	2	WAF105	Welding for Art and Engineering	2	ASV157	Repair Facility Operations and Advising*	1-3	ASV174	ASV Co-op Education I	2	ASV251	Engine Diagnosis and Repair	2	ASV252	Automatic Transmissions	2	ASV253	Manual Drivetrain and Axles	2	ASV257	Heating and Air Conditioning Systems	4	ASV259	Diagnosis and Repair	2	ASV261	Alternative Fuels and Hybrid Vehicles	2	ASV262	Diesel Technology	2	ASV263	Vehicle Performance	4	ASV269	Performance Automotive
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<p>Budget</p> <p>Specify program costs in the following areas, per academic year:</p>	<table border="1"> <thead> <tr> <th></th> <th>START-UP COSTS</th> <th>ONGOING COSTS</th> </tr> </thead> <tbody> <tr> <td>Faculty</td> <td>0</td> <td>Currently Budgeted</td> </tr> <tr> <td>Training/Travel</td> <td>0</td> <td>Currently Budgeted</td> </tr> <tr> <td>Materials/Resources</td> <td>0</td> <td>Currently Budgeted</td> </tr> <tr> <td>Facilities/Equipment</td> <td>0</td> <td>Currently Budgeted</td> </tr> <tr> <td>Other</td> <td>0</td> <td>Currently Budgeted</td> </tr> <tr> <td>TOTALS:</td> <td>\$ 0</td> <td>Currently Budgeted</td> </tr> </tbody> </table>				START-UP COSTS	ONGOING COSTS	Faculty	0	Currently Budgeted	Training/Travel	0	Currently Budgeted	Materials/Resources	0	Currently Budgeted	Facilities/Equipment	0	Currently Budgeted	Other	0	Currently Budgeted	TOTALS:	\$ 0	Currently Budgeted																																																			
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<p>Program Description for Catalog and Web site</p>	<p>This program prepares students for employment as a certified automotive technician. Students will diagnose and repair malfunctions in automobile engines, suspensions and steering systems, brakes, electrical and electronic systems and engine drivability issues. This program also offers opportunities to explore vehicle performance, diesel, alternative fuel vehicles, hybrid vehicles, and to participate in the building of performance vehicles. The program prepares the student for the State of Michigan Mechanic Certification tests as well as the National Institute for Automotive Service Excellence (ASE) Certification Exams. Students can earn an AAS degree by completing the requirements for the Occupational Studies Program.</p>																																																																										

Program Information	Accreditation/Licensure - NATEF Advisors - Advisory Committee – Already in place. Admission requirements – None. Articulation agreements – Already in place. Continuing eligibility requirements – None.
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Assessment plan:

Program outcomes to be assessed	Assessment tool	When assessment will take place	Courses/other populations	Number students to be assessed
Diagnose, repair and service mechanical, hydraulic and electrical engine components.	NATEF Checklist	Fall 2012 and every 3 years thereafter	Graduates who completed ASV 251, 252, 253, 256 and 258	Approximately 30
Diagnose, repair and service major suspension, steering components and brake components,	NATEF Checklist	Fall 2012 and every 3 years thereafter	Graduates who completed ASV 254 and 255	Approximately 30

Scoring and analysis plan:

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Attach the rubric.

NATEF Checklist will be scored using the attached rubric.

2. Indicate the standard of success to be used for this assessment.




80% of the students will score an overall average of 80% or higher on the relevant skills

3. Indicate who will score and analyze the data.

Faculty will blind-score the data whenever possible.

4. Explain how and when the assessment results will be used for program improvement.

Assessment data will be evaluated to identify any areas of weakness. Program and course instruction will be reviewed to identify ways to improve student performance.

REVIEWER	PRINT NAME	SIGNATURE	DATE
Department Chair/Area Director	RUSSELL FERGUSON		4/20/2010
Dean	DAVE GREENE		4/20/10
Vice President for Instruction <input type="checkbox"/> Approved for Development <input checked="" type="checkbox"/> Final Approval	PHYLLIS GRZEGORCZYK		5.18.10
President			
Board Approval			

*for logged 4/20/10 s/j
Office of Curriculum & Assessment*