



**PTECC (Professional Technical Education Coordinating Committee)
PROGRAM ADVISORY COMMITTEE SELF EVALUATION**

Program Committee Name:	Automotive Technology
Advisory Committee Members	
Division Chair:	Dave Keebler
Committee Chair:	Tom Kadash
Advisory Chair	
Committee Review Date and Time:	January 17, 2006 – 7:00 am

Instructions: Please fill in your response to each question in the yellow section (short bullet points are best). The yellow sections will expand to accommodate the data you type in. When the form is completed please forward by e-mail, prior to the interview, to Phoebe Anderson at Cooperative Education at andersonp@lanecc.edu. Thank you. We look forward to meeting with you.

Rating Scale: E=Excellent ME=Meets Expectations NI=Needs Improvement
NA=Not Applicable +=Performance deemed exemplary by Committee

☐ **Committee Accomplishments**

- 1 A. 1) Describe your advisory committee and what types of businesses or organizations are represented in your committee. 2) How many are in your committee? 3) How often do you meet?

We have 23 members on our committee representing business owners and managers as well as students, former students, and educators. We meet 3 times per school year.

- 1 B. What are 3-5 outcomes that have been accomplished by your committee?

Within the past few years, we have designed and instituted an application process for program entry, altered some of the degree requirements to more closely align with the needs of industry, and successfully completed our program NATEF recertification.

- 1 C. How did your advisory committee help with achieving those goals?

Input and approval of application form, input and approval of degree requirement changes, participation in rating our program in various categories of NATEF recertification standards.

- 1 D. Describe your committee efforts in developing and generating community support.

Networking with other members of the industry and customers concerning competence and employability of students, recommendations to prospective students

- 1 E. What do you think are the committee members' strengths and weaknesses?

Broad knowledge of industry standards and operations, but occasionally inconsistent attendance at meetings due time constraints

☐ **Committee Involvement in Planning and Design**

- 2 A. What is the committee's involvement for keeping your program "state of the industry?"
Input on equipment needs, skills and knowledge requirements

- 2 B. What staff development does the committee suggest your staff needs to meet future program skill needs?

Constant input and training from industry to maintain knowledge as vehicles evolve, NATEF also requires this

- 2 C. What is your committee's involvement in planning and design of the program?

This question is answered in the Committee Accomplishments section above.

☐ **Gender, Disability Adaptation, and Diversity**

- 3 A. How has your committee encouraged gender balance and diversity in your program

student population?

We advocate that students of both genders and all backgrounds should enroll. We have and have had many women and students representing various cultural origins in the program.

- 3 B. *How does your committee assist students with special needs to successfully reach program outcomes?*

Assess the physical modality requirements for success in the workforce.

Program Demand / Enrollment

- 4 A. *1) What does your committee think of regional projections and how are you dealing with this? 2) What does your committee say about these and local needs?*

Committee members believe there is a shortage of skilled technicians both locally and nationally and that this trend is likely to continue. We maintain maximum enrollment in our classes, and typically have more applicants than spaces available. The program could be expanded but this would require at least one more instructor.

- 4 B. *Describe the enrollment trends and capacity in your program?*

We are usually full and have a waiting list. See above

Placement / Employment

- 5 A. *How would your committee rate the exit math, writing, and interpersonal skills of students who complete your program?*

One of the reasons the degree requirements were recently changed was committee input on these areas, as well as others.

- 5 B. *How does your committee know that the students are graduating with the appropriate skills and level needed by the employers?*

Again, input on degree requirements and students performance in co-op experiences and as employees after program completion.

- 5 C. *How does your committee follow-up with your graduates or transfers?*

We have no formal follow up procedure, but word of mouth from former students and employers leads us to believe we are producing competent employees.

- 5 D. *1) What are the outcomes (placement rate, transfer, etc.) of those students who participate in your program? 2) How is your advisory committee involved?*

Students who participate in co-op work experiences and eventual employment with advisor committee member organizations and others provide feedback on the success rate and placement. Students who seek work in our industry find it.

Secondary / Postsecondary Connections

- 6 A. *1) How does your program connect with high schools? 2) Is your committee involved?*

We have articulation agreements with the high schools that still have PT programs, we have a high school instructor on the advisory committee. The new RTEC courses for high school students.

Questions for the PTECC Interview Committee

- 7 A. *1) What questions do you have for us? 2) How can we support you?*

Ideas for a workable formal follow up procedure. Expand RTEC to involve more high school students.