

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.

Program Name:	<u>Collision Repair Technician</u>		Program Code: <u>CVCLRT</u> CIP Code: <u>47.0603</u>
Division and Department:	<u>VCT</u>		
Type of Award:	<input type="checkbox"/> AA <input type="checkbox"/> AS <input type="checkbox"/> AAS <input type="checkbox"/> Cert. <input checked="" type="checkbox"/> Adv. Cert. <input type="checkbox"/> Post-Assoc. Cert. <input type="checkbox"/> Cert. of Comp.		
Effective Term/Year:	<u>W/08</u>		
Initiator:	<u>Robert Lowing</u>		
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.	1) To provide students with a choice in career paths within the Collision Repair industry. The positions of Repair Technician and Refinish Technician have separated and become unique career tracks. The division of these programs into separate tracks will better prepare students for employment in their chosen field. 2) Completion of the Auto Body Repair (CFCR) certificate with a B average. Enrollment estimated at 25 in the first year. 3) Accreditations include I-CAR, NATEF, and ASE. 4) The program provides a detailed insight into the industry.		
Need Need for the program with evidence to support the stated need.	The existing Collision Repair Technician Advanced Certificate (CVCRT) is being split into two separate programs, Collision Repair Refinish and Collision Repair (auto body). This will prepare students for the specific type of employment they seek. The one-year enrollment increase in the Auto Body Repair discipline was 17% in 2006-07. The 5-Year change in enrollment (2002-2007) was +113.6%.		
Program Outcomes/Assessment State the knowledge to be gained, skills to be learned, and attitudes to be developed by students in the program. Include assessment methods that will be used to determine the effectiveness of the program.	Outcomes 1. Analyze, straighten and align mashed, sagged, twisted, side swayed and diamonded frames. 2. Remove and replace damaged structural components. 3. Align or replace misaligned or damaged steering, suspension, and power train components that can cause vibration, steering, and wheel alignment problems.	Assessment method 1. Student achievement record, and final exam 2. Student achievement record, and final exam 3. Student achievement record, and final exam	

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

Curriculum 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.	<table border="0"> <tr> <td>CRT 201</td> <td>Collision Technician I</td> <td>4 credits</td> </tr> <tr> <td>CRT 221</td> <td>Collision Technician II</td> <td>2 credits</td> </tr> <tr> <td>WAF 289</td> <td>MIG Welding</td> <td>4 credits</td> </tr> <tr> <td>CRT 241</td> <td>Collision Technician III</td> <td>4 credits</td> </tr> <tr> <td>CRT 261</td> <td>Collision Technician IV</td> <td>4 credits</td> </tr> <tr> <td colspan="2">Total Credits</td> <td>18 credits</td> </tr> </table>			CRT 201	Collision Technician I	4 credits	CRT 221	Collision Technician II	2 credits	WAF 289	MIG Welding	4 credits	CRT 241	Collision Technician III	4 credits	CRT 261	Collision Technician IV	4 credits	Total Credits		18 credits			
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Budget Specify program costs in the following areas, per academic year: Program already exists	<table border="1"> <thead> <tr> <th></th> <th>START-UP COSTS</th> <th>ONGOING COSTS</th> </tr> </thead> <tbody> <tr> <td>Faculty</td> <td>\$.</td> <td>\$.</td> </tr> <tr> <td>Training/Travel</td> <td>.</td> <td>.</td> </tr> <tr> <td>Materials/Resources</td> <td>.</td> <td>.</td> </tr> <tr> <td>Facilities/Equipment</td> <td>.</td> <td>.</td> </tr> <tr> <td>Other</td> <td>.</td> <td>.</td> </tr> <tr> <td>TOTALS:</td> <td>\$ 0 .</td> <td>\$.</td> </tr> </tbody> </table>				START-UP COSTS	ONGOING COSTS	Faculty	\$.	\$.	Training/Travel	.	.	Materials/Resources	.	.	Facilities/Equipment	.	.	Other	.	.	TOTALS:	\$ 0 .	\$.
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Program Description for Catalog and Web site	<p style="text-align: center;"><u>* Collision Repair Technician *</u></p> <p>This is an advanced certificate for individuals seeking a career in the collision repair industry. Through the repair of selected vehicles, students will develop and apply skills such as advanced welding techniques, damage analysis, structural and non-structural repair, panel replacement and collision related mechanical and electrical repair. Satisfactory completion of this certificate prepares students for employment in today's fast paced collision repair industry.</p>																							
Program Information	<p>Accreditation/Licensure -</p> <p>Advisors – Gary Sobbry</p> <p>Advisory Committee – Already in existence</p> <p>Admission requirements - <i>In order to enroll in this program, students must complete the Auto Body Repair (CFCR) certificate program with a grade of "B" or better in each course.</i></p> <p>Articulation agreements - None</p> <p>Continuing eligibility requirements - None</p>																							

Assessment plan:

Program outcomes to be assessed	Assessment tool	When assessment will take place	Courses/other populations	Number students to be assessed
1. Analyze, straighten and align mashed, sagged, twisted, side swayed and diamonded frames.	1. Student achievement record, and final exam	W/08 & every 3 yrs	All sections	All students in all sections
2. Remove and replace damaged structural components.	2. Student achievement record, and final exam	W/08 & every 3 yrs	All sections	All students in all sections

3. Align or replace misaligned or damaged steering, suspension, and power train components that can cause vibration, steering, and wheel alignment problems.	3. Student achievement record, and final exam	W/08 & every 3 yrs	All sections	All students in all sections
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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.

The final exam will be scored against the answer sheet. Points will be assigned to each question with the results compared to the scoring guide. Practical application of the task will be evaluated using the Student Achievement Record. Each task is worth 5 points and will be evaluated by the instructor based on the rubric below.

5 points = Excellent work done with no flaws and without help from instructor, follows safety requirements

4 points = Above average work done with little to no flaws with some help from instructor. Follows all safety requirements

3 points = Average work done with few flaws and some help from instructor. Follows most safety requirements.

2 points = Either below average work or average work done with substantial help from instructor. Meets minimal safety requirements.

1 point = Failed to complete task or finished product not to code or student doesn't follow safety requirements.

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

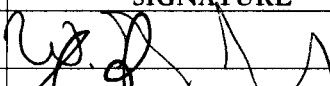
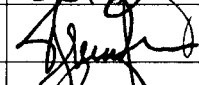


The standard of success of student performance and retention will be: 80% of the students will score 85% or higher on final exam and student achievement record. (Final +Achievment Record)/ 2 = 85% or higher).

3. Indicate who will score and analyze the data.

Department chair and instructors will blind-score the data. We will review to identify if there are areas of weakness or needed changes.

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

Assessment and update the course content. Analysis will also be done to evaluate the type of instruction used and if we indentify areas of consistent weakness.

REVIEWER	PRINT NAME	SIGNATURE	DATE
Department Chair/Area Director	Gary Sobbry		
Dean	Bruce Greene		1-28-08
Vice President for Instruction <input type="checkbox"/> Approved for Development <input checked="" type="checkbox"/> Final Approval			3/11/08
President			4/26/08
Board Approval			

In logged 1/31/08 gvsu
Office of Curriculum & Assessment
to logged

Program Information Report

School of Automotive and Motorcycle Technology**Auto Body Repair****Collision Repair Technician (CVCLRT)****Advanced Certificate****Program Effective Term: Fall 2008**

This is an advanced certificate for individuals seeking a career in the collision repair industry. Through the repair of selected vehicles, students will develop and apply skills such as advanced welding techniques, damage analysis, structural and non-structural repair, panel replacement and collision-related mechanical and electrical repair. Satisfactory completion of this certificate prepares students for employment in today's fast paced collision repair industry.

Program Admission Requirements:

In order to enroll in this program, students must complete the Auto Body Repair (CTAUBR) certificate program with a grade of "B" or better in each course.

Major / Area Requirements		(18 credits)
CRT 201	Collision Technician I	4
CRT 221	Collision Technician II	2
CRT 241	Collision Technician III	4
CRT 261	Collision Technician IV	4
WAF 289	MIG Welding	4

Minimum Credits Required for the Program:**18**