

**AUTOMOTIVE COLLISION REPAIR & REFINISHING ACADEMY  
PROGRAM REVIEW  
First Follow-Up Report  
Fall 2006**

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**TASK FORCE MEMBERS**

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**Automotive Collision Repair & Refinishing Academy**  
**Program Review**  
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**December 4, 2006**

**Challenge #1 Identified by Task Force:** There are no courses in the curriculum that address communication skills, customer service, health issues, first aid, or basic computer skills.

**Recommendation #1:** It is recommended that the current curriculum be expanded to include coursework in communication skills, customer service, health, first aid, and basic computer skills.

Status of Recommendation: Beginning with the next incoming class, orientation sessions will include modules related to health and first aid. In addition, industry representatives will begin providing specialized workshops in the areas of communications and customer service. Finally, approximately 25% of students completing the Certificate program are now matriculating to the Industrial Management degree program, and thus will be enrolling in the basic computer skills courses required of all degree-seeking students.

**Challenge #2 Identified by Task Force:** There are not enough computers in the classroom to properly instruct students all at the same time on the industry's use of computer technology.

**Recommendation #2:** It is recommended that more computers be added to the classroom to allow for collective instruction on the industry's use of computer technology.

Status of Recommendation: Existing space limitations at the current facility have made it difficult to house additional computers. However, with the acquisition of the new Columbus Avenue property, plans are in place to develop a state-of-the-art computer classroom. This will become even more important as we seek NATEF (National Automotive Technicians Education Foundation) certification. *NOTE: A request to pursue NATEF certification will be presented to the Cabinet in the near future.*

**Challenge #3 Identified by Task Force:** There is limited space around the building for student parking and no room to store vehicles that the students work on.

**Recommendation #3:** It is recommended that the College acquire a new building for the Auto Collision Program to better accommodate student vehicles and classroom equipment.

Status of Recommendation: The College has acquired a facility on Columbus Avenue, and when renovations are complete, there will be adequate space for parking and instructional equipment (vehicles, repair machinery, etc.).

**Challenge #4 Identified by Task Force:** The building's limited classroom and work space does not meet OSHA safety guidelines and other educational specifications in terms of square footage requirements. Also, the existing facility does not have proper water filtering and ventilation systems.

**Recommendation #4:** A facility that will provide additional instructional space and proper environmental systems should be purchased. In addition, an HCC safety manual which follows OSHA and EPA standards should be created and distributed to students, faculty, and staff connected to the Automotive Collision program.

Status of Recommendation: The College has purchased property that will provide adequate instructional space so that OSHA and other educational specifications can be met. In addition, plans are underway for providing appropriate systems that will meet EPA environmental standards for water filtering and ventilation. Finally, the Program Director and Ybor Facilities Manager have completed a Safety Procedures Manual that is distributed to in-coming students during their Orientation session.

**Challenge #5 Identified by Task Force:** There is a need for more qualified full-time instructors which would allow for smaller class size and/or a lower teacher/student ratio.

**Recommendation #5:** It is recommended to hire additional instructors to reduce the teacher/student ratio.

Status of Recommendation: There is a pending Florida SUCCEED grant for \$250,000 that contains allocations for instructional staff.

**Challenge #6 Identified by Task Force:** It is recommended that the Auto Collision Program aggressively prepare for NATEF Certification by 2007 in at least four areas of instruction.

**Recommendation #6:** The overall program needs to acquire NATEF Certification by 2007.

Status of Recommendation: The Automotive Collision program will seek Cabinet approval to pursue NATEF certification in the near future. If Cabinet approves, we will move forward with providing the necessary documentation and application. In addition, we will need to arrange for an on-site facility visit. It would be desirable for this visit to take place at the larger Columbus Avenue property.

## **General Recommendations:**

**#1:** It is recommended that the Auto Collision Program partner with the new Automotive Mechanics Program to better promote the two programs, to provide a larger base of community shops and sponsors for these parallel programs, and to promote a cohort of students with common interests.

Status of Recommendation: The Automotive Collision program has a strong advisory committee comprised of many of the largest auto dealerships in the Tampa Bay area. These representatives have been actively involved in the evolution of the curriculum and internships. In addition, their letters of support provided leverage for the College as we pursued a \$250,000 Florida SUCCEED grant to support the Automotive Service Technology program. Thus, there is considerable existing synergy between the two academic programs and the local automotive industry. Faculty and administrators involved with the automotive program will continue to pursue expansion opportunities in the form of partnerships that will directly benefit students (sponsorships, donations of equipment and/or starter tool kits).