

**AUTO COLLISION REPAIR & REFINISHING ACADEMY
PROGRAM REVIEW
Second Follow-Up Report
Spring 2007**

**RESPONDENT: Jack Evans, Dean of A. S. Degree/Technical Programs,
HCC, Ybor City Campus**

TASK FORCE MEMBERS

**Chair, John Bueno, Auto collision coordinator and Faculty, HCC
Jack Evans, Dean AS & Technical Programs, HCC
Judith Nolasco, English Faculty/Asst. to Dean, HCC
Dr. Ginger Clark, Assistant to Dean, Adjunct Faculty HCC
Olinda DeJuan, Facilities Manager, Ybor Campus, HCC
Alisa Zujovic, Research Analyst, HCC
Jim Gerhard, Filterworks USA
Marcus Wu, Former Student, Service Writer for National Collision**

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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.

First follow-up status: Orientation sessions for each Academy will now include modules related to health and first aid. In addition, industry representatives will be 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.

Second follow-up status: No change.

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.

First follow-up status: 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 move forward with the NATEF certification process.

Second follow-up status: The remedy for this recommendation relies on the up-coming move to the newly acquired building on Columbus Avenue; however, six new computers and one laptop for the instructor have been ordered and will be installed in the new classroom space once the new building is ready.

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 the vehicles, equipment,

And classrooms that will promote a successful and safe learning environment and to provide more square footage per student.

First follow-up status: The Program Director and AS Dean/Ybor are working With Barbara Larson, VP of Finance, to develop the Columbus Avenue property. When complete, this new facility will provide the auto collision program with an Additional 15,000 square feet of useable space.

Second follow-up status: The Columbus Avenue property has been purchased and is in the process of being renovated to house the Auto Collision Program. Upon completion, there will be adequate space for student parking and room to store vehicles for students to use for practical application.

Challenge #4 Identified by Task Force: The building's classroom and work space is out of compliance with OSHA and educational specs for square footage: for example, the lack of water filtering system and improper ventilation.

Recommendation #4: It is recommended to create and implement an HCC safety manual specific to the HCC Auto Collision Program which follows OSHA and EPA standards.

First follow-up status: The Program Director and Ybor Facilities Manager have Completed a Safety Procedures manual that is distributed to in-coming students during their orientation session.

Second follow-up status: No change. The Safety Manual is being distributed to students and made available for reference in the shop.

Challenge #5 Identified by Task Force: There are serious concerns about safety issues Due to lack of floor space for training.

Recommendation #5: An expanded facility, which will allow for additional workspace, should be acquired as soon as possible.

First follow-up status: The acquisition of the new Columbus Avenue property will greatly alleviate these safety concerns as the work space will be expanded by 15,000 square feet.

Second follow-up status: The new Columbus Avenue facility is in the process of being renovated to house the Auto Collision program and others, but it has not been completed. Therefore, there is no change to the status of Recommendation #5.

Challenge #6 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 #6: It is recommended to hire more full-time instructors to help accommodate the existing waiting list of students.

First follow-up status: With the acquisition of the Columbus Avenue Property, our capacity will increase, thereby also allowing for the hiring of additional instructional staff.

Second follow-up status: The Columbus Avenue property is still being developed and renovated; therefore, there is still no room for additional instructional staff in the existing facility.

Challenge #7 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 #7: The overall program needs to acquire NATEF Certification by the year 2007.

First follow-up status: The program will be required to have NATEF Certification by July 2007. Thus far, the supporting documentation has been Compiled and the next step is for an on-site certification visit by NATEF. This Visit needs to occur no later than March of 2007 if we are to comply with the July 2007 deadline. This timeline dictates that the program be situated in the Columbus Avenue property no later than March of 2007.

Second follow-up status: The preparations and documentation for NATEF Certification has gone as far as it can in the existing facility. The original deadlines were dependent on the program being moved to the Columbus Avenue property, but since that has not occurred, the efforts to acquire NATEF Certification is at a stand-still until the new property is ready for occupancy and inspection by NATEF.

Additional General Recommendations (not tied to a specific weakness):

#1: It is recommended that the Auto Collision Program partner with the new Auto 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.

First follow-up status: The 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 Auto Collision, and they also provided tremendous feedback and support as we developed the new Auto Technology Program. Their letters of support provided leverage for the College as we pursued a \$250,000 Florida SUCCEED grant. There is considerable existing synergy between the two academic programs and the local automotive industry. This positive relationship should only be enhanced as we move forward with plans for a new facility and expanded student capacity.

Second follow-up status: There is no change since the first follow-up. The new Auto Mechanics Program has not been implemented yet, as the new Columbus facility is not ready for occupancy, and there is no room in the existing Auto Collision location to create a partnership between the two programs. As soon as the Columbus property is ready, we will begin marketing the Auto Mechanics Program and explore ways through the advisory committee to partner the Programs.

#2: It is recommended to expand and grow the program to continue to serve the community in its demand for quality auto collision technicians.

First follow-up status: There is an ongoing waiting list for this program, and the completion and placement rates continue to remain high. Moreover, the program has garnered statewide and national attention as our students have successfully competed in the national Skills USA program. Our prominence has resulted in the College potentially being named as host of upcoming regional and/or national competitions. With the acquisition of the Columbus Avenue property, the program can expand and grow to accommodate more students and nationally recognized competitions.

Second follow-up status: As the Auto Collision Repair & Refinishing Academy continues to serve the community by providing quality auto collision technicians, it is impossible to expand and grow the program in the current facility, as space is limited. As soon as the Columbus property is ready for occupancy, we will begin marketing to expand our student population and our advisory group, and to serve the community on a larger scale. Despite this delay, the program continues to be recognized in the state and nationally and was successful in hosting the most recent regional competition this year where it once again earned First Place recognition in Skills USA.