

OAKLAND
COMMUNITY
COLLEGE

Memo

DATE: May 12, 1998

TO: Linda Casenhiser
Phil Crockett
Rick Driscoll
Dave Doidge
Sally Kalson
Tahir Khan
Willie Lloyd
Marty Orłowski
Doug Riddering
Diann Schindler

FROM: Michael L. Clancy
Educational Technology Consultant *M.L.C.*

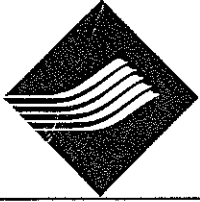
SUBJECT: VEHICLE BODY TECHNOLOGY ADVISORY COMMITTEE MEETING

Attached please find the minutes of the Vehicle Body Technology Advisory Committee meeting held on April 23, 1998.

There will be another meeting of this advisory committee on Thursday, June 4, 1998, from 4:30 to 6:30 p.m. in room T6. A light dinner will be served at 4:30 p.m. The meeting agenda is attached.

Please call Ruth Springer (extension 6525) or e-mail her (RASPRING) by May 22 to let her know whether you will be able to attend.

RS
attachment



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VEHICLE BODY TECHNOLOGY
ADVISORY COMMITTEE MEETING

June 4, 1998

4:30 - 6:30 p.m.

Room T-6

AGENDA

- 4:30 p.m. Dinner
- Welcome and Introductions
- Quick Review of Minutes of Last Advisory Committee Meeting
- 4:45 p.m. Report on May 15 Auto Body Vocational Education Conference
- 5:00 p.m. Report on May 13 Meeting with Chancellor
- 5:15 p.m. Strategy for Proposed New Curriculum
- 6:00 p.m. Open Discussion

Next Meeting: _____



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VEHICLE BODY TECHNOLOGY ADVISORY COMMITTEE MEETING

April 23, 1998

Present: Richard Allen Buck, Chrysler Technology Center
Michael L. Clancy, Educational Technology Consultant, OCC
Brad DePalma, Allstate Insurance Co.
Rick Driscoll, Automotive Body Specialist, OCC
John Gagliano, Collex
Tony Hildebrandt, Faculty, OCC
David Hollinger, Oakland Technical Center - Southeast Campus
Scott E. Irwin, Oakland Technical Center - Northwest Campus
Sally Kalson, Coordinator of Cooperative Education, OCC
Dennis L. Liphardt, Automotive Service Association of Michigan
Daniel R. Manthei, Oakland Technical Center - Northwest Campus
Douglas Riddering, Counselor, OCC
Paul Rybicki, Collex
Ruth Springer, Secretary, OCC
Randy L. Stier, Automotive Color Supply Co.

Review of Minutes of Previous Meeting

Mr. Mike Clancy welcomed the group and asked the members to introduce themselves. He then asked Mr. Rick Driscoll to review the minutes of the Vehicle Body Technology Advisory Committee meeting held on September 18, 1997. The group commented on a number of the matters which were discussed at that meeting.

It was pointed out that there is a nine percent loss of workforce each year in the Auto Body field. This includes those who retire, as well as those who obtain employment in other areas of the industry, such as working for insurance companies or suppliers. There is clearly a need for workers in this field. As technology changes, there is also a need for technicians to receive further training to upgrade their skills.

Mr. John Gagliano asked whether there is another program at OCC on which we could receive information to see how much money has been invested in that program in relation to the potential student population and how that compares with the Vehicle Body Program. Mr. Clancy agreed that there is a need for a benchmarking/impact study showing the impact of growth dollars for a particular population versus what has been invested in the Vehicle Body Program in relation to its demand population.

It was pointed out that another segment of the industry which needs continuing education is management and estimating staff, who also need to be recertified. The demand population is probably 12,000, including all categories.

Mr. Clancy agreed that there is a need to broaden our definition of where the demand is to include other employment categories in addition to just the auto body technician.

Mr. Dennis Liphardt pointed out that there are people who make their living providing this type of training on their own. He believes it would be better if the training could be taken in a college atmosphere.

Mr. Gagliano mentioned that Collex is putting together seminars to train emergency staff, such as police, fire, and ambulance personnel, who could potentially be exposed to dangerous situations, such as the deployment of air bags after accidents. Mr. Hildebrandt pointed out that OCC's Police and Fire Academies are located at the Auburn Hills Campus. Perhaps they could be a potential market for this type of training.

In regard to NATEF certification, Mr. Driscoll explained that post secondary schools do not have to be NATEF certified. However, secondary schools are required to be NATEF certified, so if a post secondary program wants to articulate with a secondary program, the post secondary program must be certified also. Mr. Driscoll is working to update the Auto Body curriculum so it will be NATEF certified.

Mr. Tony Hildebrandt explained that he is working to have the Automobile Servicing curriculum become NATEF certified. He described the changes he is making in the curriculum and how they might relate to the Auto Body Program. He mentioned that OCC is an approved site for recertification.

In regard to facility and equipment needs, Mr. Driscoll reported that the Auto Body facility has been painted, so that it now looks much nicer and cleaner. He is hopeful that, with the recommendation of the advisory committee, some facilities improvement money can be used to improve the lighting in the lab. Mr. Driscoll noted that the list of equipment needs was made based on advisory committee input.

In regard to the career day for high school auto body students, Mr. Dave Hollinger pointed out that 85 high school students attended last year. Some of that number would like to continue their studies in the field after high school. Information about the number of students in high school auto body programs can be added to the information about employment need to show the demand for the program.

The minutes of the last advisory committee meeting were approved as written.

Curriculum Revision

Mr. Driscoll distributed copies of the proposed new curriculum (see attachment). He noted that the program name will be changed to "Collision Auto Repair Technology" (CAR).

Mr. Driscoll explained that this new curriculum is intended to replace the current Vehicle Body Technology Program, which is in the process of being sundowned by the College. He referred to the memo sent by Dr. Carlos Olivarez to the Technology Department regarding a draft of a letter to be sent to students in five programs which are being sundowned. The letter to be sent to Vehicle Body students states that, beginning Fall 1999 Semester, the Vehicle Body Technology Program will no longer be available for an associates degree. If students choose to complete their associates degree requirements in this program, they will have until the end of the Summer 1999 Semester to do so.

Mr. Clancy informed the group that five programs are going through the process to be sundowned. Those programs are: Computer Integrated Manufacturing Technology, Fluid Power Technology, Mechanical Technology, Quality Assurance Technology, and Vehicle Body Technology. He explained that Campus President Dr. Diann Schindler will support a modernized auto body program. However, because of whatever has happened with the program in the past, the Vehicle Body Program has come under the sundown process. It remains for the advisory committee to **work** with OCC personnel to show that there is a need for such a program and what that program **should be**, and then aggressively pursue that within the college, so the program does not just fade away.

Mr. Hildebrandt stated that these five programs, which are part of the Technology Department, are being canceled without the approval of the Technology Department faculty. Mr. Hildebrandt has been leading a protest against this because of his involvement with the Fluid Power, Quality Assurance, and Vehicle Body programs. A meeting has been scheduled for May 13, 1998, with the Chancellor and others who are interested in this process. The Technology Department would rather see the current programs kept alive until new programs have been developed to take their place. If new programs are developed, and then no funding is available to support them, we could be left with no program at all if the current programs have already been sundowned. Mr. Hildebrandt gave the example of the Automobile Servicing Program. He is currently working on

a new curriculum which will be NATEF certified. However, the old program will remain in place until the new one is approved and in operation. The same thing should be done with the Vehicle Body Program.

Members of the group asked whether the meeting on May 13 would be open to advisory committee members to attend and speak. Mr. Clancy responded that it is the Chancellor's meeting, so he would decide who can be there. Mr. Clancy could request that the advisory committee be invited if members feel they should be there.

Ms. Sally Kalson pointed out that it is very important that the group have a strategy and agenda items planned in advance if they are to meet with the Chancellor. Mr. Clancy agreed.

Mr. Hildebrandt explained that the meeting will be about five different programs and will address the question of whether proper procedures were followed in making the decision to sundown these programs. If it is determined that appropriate procedures were not followed, then there will be a need to go through more procedures, including such things as taking the programs before a curriculum review committee. Perhaps the advisory committee could wait for the results of the May 13 meeting to see what procedural things may follow. If it is definitely decided to terminate the Vehicle Body Program, then perhaps that would be the time for the advisory committee to meet with the Chancellor.

The group agreed that those issues should be clarified first, but expressed a fear that to wait until after the meeting might make it too late to have their viewpoint heard before a final decision is made.

It was suggested that a letter to the Chancellor be put together for everyone to sign. The letter would make specific points about the program and include an invitation for the Chancellor to attend the Collex/OCC Metro Detroit AutoBody Vocational Education Technical and Career Day for high school auto body students to be held at the Auburn Hills Campus on May 15, 1998. This would give him an opportunity to see the students who come and help him realize the potential market that exists for the program.

The group agreed to sign a signature page saying they support the attached letter, which will be put together with emphasis on the following points which the advisory committee values and believes in very strongly:

- Documented industry need
- Commitment to national skill standards and NATEF certification
- Articulation agreements with secondary schools and four-year institutions
- Need for upgraded facilities and equipment
- Need for full-time faculty

Vehicle Body Technology Advisory Committee
April 23, 1998
Page 5

The letter should state that the advisory committee is committed to the new program being developed by Mr. Driscoll, but they believe the current program is still viable to meet students' needs and should be kept in place until the new program is functional.

Mr. Clancy stated that these points will be turned into a one-page letter to the Chancellor with the signed signature page attached.

The group stressed the need for continuity between the current program and the new program. There needs to be a smooth transition from the old to the new, some assurance that the day the old program dies, the new one begins.

Ms. Ruth Springer left the room to prepare a signature page, which was signed by the members before leaving the meeting.

Mr. Driscoll continued to explain the new curriculum.

Mr. Hildebrandt informed the group about the 1998 FutureCar Challenge, which will be headquartered at the Auburn Hills Campus June 4-11, 1998. This is a competition of teams of engineering students from several universities.

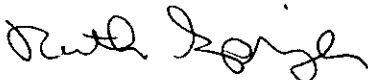
The group agreed to meet again on June 4, 1998, from 4:30 to 6:30 p.m.

Mr. Driscoll invited the members to participate in the Collex/OCC Metro Detroit AutoBody Vocational Education Technical and Career Day for high school auto body students to be held at the Auburn Hills Campus Friday, May 15, 1998, from 8:00 a.m. to 3:45 p.m.

New Advisory Committee Recommendations

21. That a **benchmarking/impact** study be done to show the impact of growth dollars invested in an OCC **program** in relation to the potential student population, versus what has been **invested in the Vehicle Body Program** in relation to its demand population.
22. That a one-page letter be written to the Chancellor including the points recorded on pages 4 and 5 of these minutes, to be sent with the signature page signed by the members at this meeting. (See attachment)

Respectfully submitted,



Ruth Springer
(advw98:vbt0423.min)

Collision Auto Repair Technology (CAR)

Associate in Applied Science

Auburn Hills

Major Requirements		Credits	Contact	Required hrs.		
CAR 100*	Automobile Detailing and Prep	4	5	75	75	These are the hours set by the NATEF standards as the minimum contact hours required for certification. The individual task list required under each area (Non-Structural, etc.) must also be followed for program certification. The task list follows the I-CAR Advance Tech objectives closely.
CAR 110*	Non-Structural Analysis & Damage Repair I	4	5	75	100	
CAR 120*	Non-Structural Analysis & Damage Repair II	4	5	75	100	
CAR 130*	Plastics and Adhesives	3	4	60	50	
CAR 140*	Painting and Refinishing I	4	5	75	75	
CAR 150*	Painting and Refinishing II	4	5	75	75	
CAR 160*	Painting and Refinishing III	4	5	75	75	
CAR 170*	Collision Related Mechanical & Electrical Repair	4	5	75	65	
CAR 210*	Structural analysis & Damage Repair I	4	5	75	100	
CAR 220*	Structural analysis & Damage Repair II	4	5	75	100	
CAR 230*	Collision Related MIG Welding	4	5	75	100	
CAR 240*	Computerized Estimating and Damage Analysis	3	4	75	0	
Required Supportive Courses		46		885		
ATA 120	Alignment, Suspension and Steering	4	5	75	65	
ATA 130	Automotive Electrical	4	5	75	65	
ATA 180	Automotive Air Conditioning	4	5	75	65	
Recommended Electives				225		
			Total hrs.	1110	1100	
ENG 135	Business Communications	3				
SPE 129	Interpersonal Communication	3				
General Education Requirements						
See graduation requirements for an Associate in Applied Science Degree						
Necessary Electives to Total.....		64				

* When all courses marked with an asterisk are completed, the student may apply for a Certificate

**CAR 100 AUTOMOTIVE
DETAILING AND PREP
4 CREDIT HOURS**

The student will learn personal and environmental safety practices associated with buffing and polishing, removal of overspray, cleaning interior and exterior surfaces, glass, etc. Application of decals, pinstripes (painted and tape), transfers, etc. will also be performed.

**CAR 110 NON-
STRUCTURAL
ANALYSIS & DAMAGE
REPAIR I**

4 CREDIT HOURS
The student will learn and perform correct procedures for: removal and replacement of non-structural body panels, repairing light sheet metal damage, removal and replacement of interior and exterior trim, bumpers, etc. Alignment of outer body panels and replacing associated hardware will also be performed.

**CAR 120 NON-
STRUCTURAL
ANALYSIS & DAMAGE
REPAIR II**

PREREQUISITES:
CAR 110
4 CREDIT HOURS
The student will learn and perform advanced procedures associated with Non-Structural repair. Course content will include: introduction of cutting and welding processes on mild steel panels, damage analysis, Moveable glass replacement, corrosion protection, and replacement of welded outer body panels.

**CAR 130 PLASTICS AND
ADHESIVES
3 CREDIT HOURS**

The students will perform identification of various plastics and the proper repair procedures for each. The repair procedures will include hot air and airless welding, epoxy and urethane adhesive repair, and preparation for refinishing. Repair of SMC and fiberglass panels will also be performed.

**CAR 140 PAINTING AND
REFINISHING I**

4 CREDIT HOURS
Compliance with personal and environmental safety practices will be emphasized while the student learns to identify and apply modern primers, primer/surfacers, and sealers. Among the topics covered will be surface preparation, featheredging, sandpaper usage, masking procedures, and metal treatment.

**CAR 150 PAINTING AND
REFINISHING II**

PREREQUISITES:
CAR 140
4 CREDIT HOURS
The student will learn and perform identification and application procedures for the various topcoats used by the automotive repair industry. Modern paint spraying equipment will be discussed and safe procedures will be emphasized. The student will perform exercises on both test panels and properly prepared automobiles. Topics include HVLP equipment, air-supplied respiration, Base coat/ Clear coat finishes, and VOC/ EPA compliance procedures.

**CAR 160 PAINTING AND
REFINISHING III**

PREREQUISITES:
CAR 150
4 CREDIT HOURS
The students will perform advanced processes such as blending, tinting, paint application problems, and tri-coat matching. Emphasis will be placed on actual repairs during class time using time study procedures.

**CAR 170 COLLISION
RELATED
MECHANICAL &
ELECTRICAL REPAIR**

4 CREDIT HOURS
The course will provide an overview of collision related damage repair for students preparing for state and ASE certification. Topics to be covered are: suspension component damage and replacement, electrical repair, brakes, heating and air conditioning, fuel and cooling system component replacement, and restraint system diagnosis and repair.

**CAR 210 STRUCTURAL
ANALYSIS & DAMAGE
REPAIR I**

4 CREDIT HOURS
The student will learn and perform damage analysis and measurement of structural damage using various measuring systems. Among the measuring systems introduced will be tram gages, centering gages, datum line gages, and universal measuring systems. Specific repair and replacement procedures for high-strength steels will be performed.

**CAR 220 STRUCTURAL
ANALYSIS AND
REPAIR II**

PREREQUISITES:

CAR 210

4 CREDIT HOURS

The student will perform damaged component replacement and alignment procedures on structurally damaged vehicles, using modern measuring and straightening equipment. The emphasis will be placed on safe repair procedures, using the latest industry approved procedures. Time study analysis of the repairs will be used in this course.

**CAR 230 COLLISION
RELATED MIG
WELDING**

4 CREDIT HOURS

The student will perform specific MIG weld repairs on galvanized mild and high strength steel, following the repair guidelines established by I-CAR and the repair industry. The student will perform horizontally and vertically: lap joint, buttonhole, and butt weld with insert welds. This course is designed to prepare the student for the I-CAR collision welding certification test.

**CAR 240
COMPUTERIZED
ESTIMATING &
DAMAGE ANALYSIS**

PREREQUISITES:

CAR 110 & CAR 210

3 CREDIT HOURS

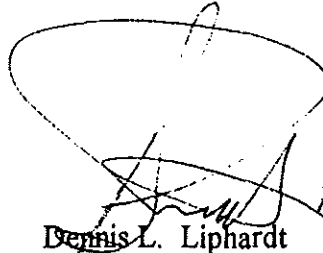
The student will perform damage analysis on collision damaged vehicles, leading to the creation of computer generated estimates. The student will utilize Mitchell and ADP estimating software along with digital cameras in preparing collision related repair orders. Related topics include management practices, communication skills, and time studies.

April 23, 1998

We, the undersigned members of the Vehicle Body Technology Advisory Committee, support the points made in the attached letter regarding the future of Auto Body instruction at Oakland Community College.



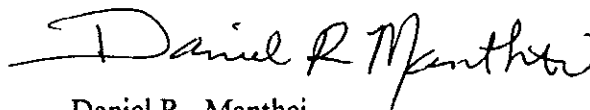
Richard Allen Buck
Chrysler Technology Center



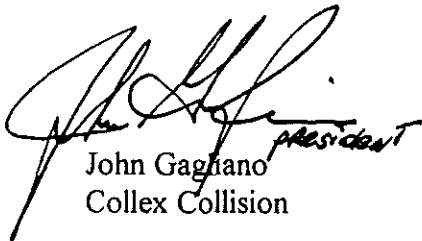
PRESIDENT
Dennis L. Liphardt
Automotive Service Association of Michigan



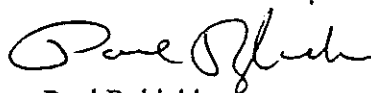
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Thompson, Chancellor
Community College
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Thompson:

The Vehicle Body Technology Advisory Committee would like to provide the following information and recommendations for your consideration as you determine the future of the Vehicle Body Technology Program.

Community Need for Auto Body Training Nearly a thousand jobs need to be filled every year in Michigan in the collision repair technician industry, along with the need for the current workforce to be trained in new technologies.

Commitment to National Skill Standards The proposed new Collision Auto Repair Technology Program being developed by OCC Automotive Body Specialist Rick Driscoll conforms to national standards and will be NATEF certified.

Articulation The proposed new program will include articulation agreements with area secondary schools and with four-year institutions.

Need for Upgraded Facilities and Equipment There is a need for the College to make a strong commitment to upgrade the Auto Body lab facilities and obtain the equipment necessary to provide quality hands-on educational experience.

Need for Full-Time Faculty There is a need for a dedicated full-time faculty to be responsible for body instruction.

The advisory committee gives its full support to the proposed new Collision Auto Repair Technology Program. It meets a documented community need for instruction in this area. However, we encourage the Vehicle Body Technology Degree Program in operation until the new program is approved.

What you may see for yourself a portion of the potential population in need of this training is the Metro Detroit AutoBody Vocational Education Technical and Career Day for high school students to be held at the Auburn Hills Campus Friday, May 15, 1998, from 8:00 a.m. to 4:00 p.m.



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4/16/98
(vbt.lst)