

**BUILDING REPAIR TECHNOLOGY PROGRAM**

Five Year  
**INSTITUTIONAL REVIEW**

By  
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Acting Dean  
Career and Technical Education

## **Institutional Effectiveness Review**

### **Instructional**

*The purpose of the review is to:*

Assess the currency, scope, strengths, weaknesses, and needs of the Building Repair Technology Program.

*The process will involve the following steps:*

The faculty will meet with the Dean and Associate Dean to discuss the Program Review process.

The Program Review document will be completed based on data compiled the faculty.

The faculty will meet again with the Dean and Associate Dean to discuss the findings presented in the Program Review document.

Additional follow-up meetings will be scheduled as needed to assess the status of Learning Goals and Action Plans.

*Time frames/timeline for the review will be:*

The initial meeting with the Dean and Associate Dean will take place during the Fall 2008 semester.

A meeting will be scheduled with the Dean and Associate Dean in early January to assess progress toward completing the Program Review.

The Program Review document will be turned into the Dean and Associate Dean by the middle of February 2009.

The follow-up meeting with the Dean and Associate Dean will take place in late February 2009.

Additional follow-up meetings will be scheduled as needed.

## Overview

*Purpose of the program/service and how it relates to college mission, values, vision:*

This two-year career program is designed for the student who wishes to enter the Building Repair and Maintenance trade with a career as a Maintenance technician in an office building, hospital, hotel, or residential/commercial construction environment. With an emphasis placed on the fundamentals of residential and commercial maintenance and construction.

Areas of study include: interior construction, exterior construction, plumbing, electrical, welding and ground maintenance. Students also have the opportunity to receive OSHA certification.

Instruction stresses quality repair, maintenance techniques and construction craftsmanship. The skills learned in this class, if not utilized as a career choice, will be beneficial throughout life when doing repairs or maintenance on their own home or business.

Students who successfully complete the program may find skilled and semi-skilled jobs as maintenance labors, apprentice carpenters, apprentice plumbers, apprentice electricians, home repair technicians. This program is an excellent jump-start for a post-secondary Electrical, HVAC, and Plumbing education. Transfer credits may soon be issued toward pursuit of the post-secondary program at Jefferson College.

This program is focused on student outcomes and student success, meeting the needs of both the student and the community. The Building Repair program is widely recognized program in the state of Missouri. Our students regularly achieve mastery of the competencies and are well trained to be a positive influence in a diverse workforce.

# Institutional Effectiveness Review

## Present Status

*Learning/Service and Action from 2007 - 2009 Institutional Effectiveness Review:*

Students will:

<i>Learning/Service Goal</i>	<i>Assessment Measurement/ Action</i>	<i>Person(s) to Implement</i>	<i>Timeframe</i>	<i>Resource Implications</i>	<i>Use of results</i>
<b>Goal 1</b> Gain knowledge concerning the standard practices of commercial/home repair and maintenance.	Evaluate student performance through lab experiences.	Tony Cook	2 years		To evaluate program and make changes as needed.
<b>Goal 2</b> Know and understand the terminology used in building repair and construction.	Evaluate student performance through written quizzes and exams.	Tony Cook	2 years		Modify quizzes or test to reflect material
<b>Goal 3</b> Learn safe operation and usage of common construction equipment including power tools, ladders, and scaffold systems.	Evaluate student performance through lab experiences.	Tony Cook	2 years		To evaluate program and make changes as needed.
<b>Goal 4</b> Gain the confidence to seek employment in the repair, maintenance and construction field where students can begin to use their skills learned.	Visual and oral presentations over course work. Demonstration of skills in lab test.	Tony Cook	2 years		To evaluate program and make changes as needed

*Innovative Changes (in last 5 years):*

- The Building Repair Technology lab has been redesigned and upgraded using state of the art equipment and the very latest in technologies.

- This includes the implantation of new Electrical, Plumbing and Interior/Exterior Modules, complete new series of tools, including: Dewalt and Milwaukee power tools.
- The classroom has been completely renovated to enhance the students learning experience. The classroom is inviting and the area serves to the students who can effectively learn all aspects of the various types of building maintenance trades.
- The Building Repair Technology office, though still utilized as an office, has become more of a library filled with research materials that are available to the students.
- All storage areas have been redesigned to reflect the organization of the program. Storage has been maximized with the addition of a new mezzanine.
- A Gold Hammer award program has been re-implemented. This has resulted in a higher degree of learning for all students. This program gives the students an opportunity to feel the pressures associated with the real world in achieving high standards.
- The Building Repair program has been opened for high school sophomores, effectively increasing the student pool of applications for the program.
- The math and communications instructors have adopted many suggestions which keep their lessons in line with the Building Repair curriculum. This improved communication has resulted in a more effective cross-training of the student.

## **Faculty/Staff**

### *Faculty/Staff Qualifications and Professional Development:*

Tony Cook graduated in 2003 with an Associate's Degree from Jefferson College and received his Bachelor's degree from Southeast Missouri State University in Industrial Education in 2006. He has 20 years of maintenance and construction experience prior to joining the Jefferson College team in 2006. He began his career in the construction field as a labor and ultimately reached the level of journeyman carpenter.

His past employment includes working for himself for ten years and Norfolk Southern Railroad. Mr. Cook currently holds and maintains an OSHA certification card and annually attends vocational seminars and receives professional development through Missouri Association for Career and Technical Education.

### *Faculty/Staff Data:*

See attachment.

### **Students/Constituents**

#### *Student/Constituent Satisfaction and Feedback:*

The responses generated by students on the faculty evaluations during the last three years reflect a high level of satisfaction with the program. All responses on all of these evaluations were marked as “above average” and “excellent”. This applies to all areas of the program for course content as well as faculty. All student evaluations are available in file for review if needed. See chart for survey results.

Several student comments are listed below.

*“The instructor is the best teacher I have ever had. He is nice and makes sure that I learn the material. He is not just a good teacher, he is an amazing teacher.”*

*“The course work was well designed. I have learned much from you. Over the last two years you have taught me so much. Thank you for all of your help.”*

*“The past two years have been a lot of fun. I have really enjoyed your class. You are the greatest teacher ever. You are the only reason that I come to school.”*

#### *Student/Constituent Success:*

To date, 61 high school students have completed both years of my Building Repair technology program. 59 of those students have graduated with a Certificate of Mastery, achieving 86% of the competencies as dictated by industry through the Missouri Department of Elementary and Secondary Education. Twenty two of these students have continued their education at the post-secondary level. Eleven students have entered into the construction and building maintenance trade fields. Two students have entered into the military. During the last five years, the Building Repair program has a 100% positive placement. See chart for more details.

## **Curriculum/Services**

### *Curriculum/Services (Scope, Currency, Changes):*

The core curriculum of the Building Repair Technology department addresses the many facets of the maintenance and construction industry. The faculty evaluates the textbooks and materials used within the program regularly and changes are made according to the relevancy of each. The advisory committee reviews the core curriculum on an annual basis. Suggestions are considered and the necessary changes are made as needed in order to remain current with the needs of the maintenance and construction industry.

### *Curriculum/Services Issues (Support, Technology, Equipment)*

The college provides the Building Repair Technology faculty with technical support for the equipment used within the classroom and lab areas. Computer lab support and library support is also available. The business community supports the program through the hiring of graduating students, through their involvement in the advisory committee. Student recruitment support is done through the area technical school. Annually, there are in excess of 50 applicants for 40 student positions.

## **Community**

Through the years, the Building Repair Technology students have been involved in many extracurricular activities, fostering positive relations within the Jefferson College community as well as the Jefferson County community.

City of Crystal City – Cupola project

Jefferson College JCTV – Video Stands

High School Career Days

Jefferson College Career Days

Demonstrations at the Tech Prep Career Days each spring

Adopt – a – highway, Jefferson College Drive

Participation in Mastodon Art and Science Fair

Guest speaker series

## **Cost**

Total cost for Building Repair program in 2004 - \$109,649.37

Total cost for Building Repair program in 2005 - \$87,826.85

Total cost for Building Repair program in 2006 - \$89,466.04

Total cost for Building Repair program in 2007 - \$66,369.25

Total cost for Building Repair program in 2008 - \$71,471.37

See chart for a itemize breakdown of cost associated with the program.

## **Summary (SWOT)**

<b>Strengths</b>	<b>Weaknesses</b>
Excellent reputation within the campus community.  Excellent reputation within the local community.  Excellent record of sending students to the post secondary level and employment placement.  Excellent reputation within the maintenance and construction community.	Lack of job site areas within the local community for student experiences.  Non college credit course
<b>Opportunities</b>	<b>Threats</b>
Achieve service hours towards apprenticeship from carpenters union, pipefitter's union and electrical union.  Program expansion	Budget cuts and other influences to sending schools could at any point reduce the pool of potential students.



## **Future**

### Proposed Learning and Service Goals and Action Plan

<i>Proposed Learning/Service Goal</i>	<i>Proposed Assessment Measurement/ Action</i>	<i>Person(s) to Implement</i>	<i>Timeframe</i>	<i>Resource Implications</i>
<b>Goal 1</b> Institute an IBEW program as the first step to accreditation for students. This is also the first step in the long-term goal of achieving accreditation for a college credit program.	Revise curriculum to follow DESE guidelines.  IBEW certifications to graduating students.	Tony Cook	2 years	This will involve my attending IBEW classes and revising the current curriculum to utilize the electrical books more effectively.
<b>Goal 2</b> Offer a Building Repair and Maintenance to post-secondary students.	Design program and achieve new-program approval.	Tony Cook	2 years	This would be offered to the public, but more importantly would become a feeder program for vocational programs currently offered.
<b>Goal 3</b> Continue improvements and updates to the classroom and labs through enhancement grants. Install utility cabinetry, shelving, and others, allowing for a most organized, efficient, and student friendly environment. Maintain state-of-the-art equipment and facilities. Consider a module for trim and crown molding in the lab.	Regular follow through of ideas.	Tony Cook	On-going	This would create the need for a new curriculum to be created.
<b>Goal 4</b> Continue participation in all career days, public speaking events, and community involvement activities. Continue to strive for college classes offered on a continual basis.	Maintain list of participation.	Tony Cook	On-going	This would require time in the evenings and follow up discussions.

### **DISCIPLINE STATUS**

\_\_\_\_\_ Satisfactory  
 \_\_\_\_\_ Requires Immediate Attention  
 \_\_\_\_\_ Unsatisfactory

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Dean

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Date