ICAPS – Model 1 – Sample – Automotive

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| Component | Description |
| Adult Education | The curriculum developed for IETs provides instruction in reading, writing, math, language and digital literacy skills within the context of the automotive field.  Additionally, students continue to work to complete their high school equivalency and are co-enrolled in the Automotive Department’s credit courses. Co-collaboration between the CTE instructor and IET support instructor provides opportunities for the IET support instructor to focus on integrating course materials in the support class that review course content while integrating and embedding high school equivalency exam preparation such as reading comprehension of textbook chapters, math calculations relevant to the job industry, and the use of vocabulary within context of the career.  There are two 2-credit Automotive IET support courses. Each course meets twice/week for 3 hours each, for 5 weeks, for a total of 30 instructional hours. In one semester, two IET support courses are run consecutively.  Since workers need both foundational skills and employability skills in the workplace, IET support courses emphasize both. Courses are designed and delivered with a focus on practical tasks and the specific skills that students need for the workforce. In the IET support course, workforce skills are included in each session through lessons and activities that embed skills such as solving practical math problems used by automotive technicians, reviewing a service technician’s career and economic prospects, and reviewing textbook chapters for comprehension and applied readiness.  College and career readiness is embedded into instruction using US Bureau of Labor Statistics: Occupational Outlook Handbook and current job postings.   The IET support instructor provides opportunities for students to develop and strengthen employability skills through job readiness practice (i.e. presentations using digital literacy skills and/or employability skills learned in class).   The IET support instructor uses problem and project based lessons that provide opportunities for students to incorporate and apply multiple workforce preparation skills which support students efficiently gaining the skills they need. These workplace lessons give students the opportunity to identify and solve problems using critical thinking skills and information to find solutions and outcomes. |
| Workplace Skills | Since workers need both foundational skills and employability skills in the workplace, IET support courses emphasize both. Courses are designed and delivered with a focus on practical tasks and the specific skills that students need for the workforce. In the IET support course, workforce skills are included in each session through lessons and activities that embed skills such as solving practical math problems used by automotive technicians, reviewing a service technician’s career and economic prospects, and reviewing textbook chapters for comprehension and applied readiness.  College and career readiness is embedded into instruction using US Bureau of Labor Statistics: Occupational Outlook Handbook and current job postings.  The IET support instructor provides opportunities for students to develop and strengthen employability skills through job readiness practice (i.e. presentations using digital literacy skills and/or employability skills learned in class).   The IET support instructor uses problem and project based lessons that provide opportunities for students to incorporate and apply multiple workforce preparation skills which support students efficiently gaining the skills they need. |
| Workforce Training | AUT 112 – Introduction to Automotive Technology - 3 credits Provides automotive technology that includes theory and related hands-on experience on live automobiles as a foundation for the advanced automotive courses. Instruction includes engine testing and diagnosis, lubricating and cooling system diagnosis and service.  AUT 114 – Fuel Management Systems - 4 credits Fuel system, from fuel storage reservoir through fuel distribution components including: pumps, filters, fuel injectors, regulators, return systems. Computerized emission control system basics including: Code reading, Oxygen Sensor (O2), Exhaust Gas Recirculation (EGR), Evaporative Emissions (EVAP), catalytic converters and diesel fuel injection basics.  The Automotive courses with the Automotive Department provide partnerships with local automotive shops and has instructors who work as automotive technicians in the field. |
| Team-Teaching | In our co-teaching model, the CTE content is sheltered by the IET support instructor while the related technical skills are taught by the CTE instructor. The IET support instructor attends the CTE course at least one time per week (for a CTE course that meets twice/week) and assists with explaining concepts; observes so that they can tailor their instruction and support what is being taught in the CTE course; and addresses student misunderstandings. In online courses, the IET support course instructor uses breakout rooms and the chat function to provide additional support to individual students or small groups.    The success of an IET is heavily dependent on the IET support instructor-to-CTE instructor relationship. To develop that relationship, planning meetings are held before, during, and after each semester to clarify the team-teaching model and the roles of each instructor. Hiring a qualified ASE/ESL IET support instructor with basic CTE content knowledge or interest has a direct correlation to the success of the IET.  In the Automotive course, the CTE instructor asks the IET instructor to assist in providing instruction in mathematical problem-solving or vocabulary comprehension or has the IET instructor provide differentiated instruction to small breakout groups if needed. |
| Credentials | High School Equivalency  College / Stackable Credit  ASE G1 credential – industry related |
| Support Services | Students are required to attend student orientation where support services and college resources are shared. Completion and Transition Specialists (CTS) conduct the orientation and provide extensive information on campus resources.  In addition, the CTS offer guidance and resources that include: - Laptop and hotspot loans from the Library - Automotive textbook and automotive tools loan for the IET - Career Services connections for work on resume and interviewing skills - Availability of scholarships - Tutoring services  The Director of Transitions and Special Programs also offers specific services during the duration of their IET enrollment that includes career service workshops, updated information on their progress in the course (from their Automotive CTE instructor), assistance in registering for next semester courses, scholarships available and guiding students in next steps (i.e. enrolling in a course, who to contact to activate college email address, etc.)  In addition, the IET support instructor incorporates resources and services within their lessons, such as practicing in the lab, visiting the Library, and assisting students in setting goals and working towards their chosen career pathway. |
| Transition Services | Transition services offered to Gear Up students include exploration of career pathways, goal setting, dedicated advising support, access to AE scholarships (Board of Trustees Scholarship), assistance navigating Ability to Benefit and financial aid process, job search/application/interview guidance, registering and preparing for the ASE (the National Institute for Automotive Service Excellence) G1 (Auto Maintenance and Light Repair) certification exam.  The Director of Transitions and Completion and Transition Specialists (CTS), who are the primary points of contact for students, ensure that students are connected to the services and supports their need and refer students to internal and external partners when appropriate.   Both the Director of Transitions and Completion and Transition Specialists (CTS) ensure that students receive and have access to the resources they need and are guided through the transitions process.  Students are given one-on-one advising about goal setting and their career pathway.  Students’ progress and advising meetings are tracked by both the Director of Transitions and the CTS, with follow-up at least every-other-week during the semester they are enrolled.  In addition, the IET support instructor provides information about resources available at the college.  This is incorporated within the lessons during the semester.  Skills (i.e. navigating the financial aid and/or scholarship process, borrowing books and automotive tools at the Library, working with job placement programs, etc.) required to be successful in both the college setting and career/job setting are taught throughout the IET support course. |
| Technology Skills | Students in the Automotive IET Program improve and increase their digital literacy skills in a number of ways.  ‒ They navigate Blackboard LMS on a regular basis to access the class syllabus, announcements, course content and materials, assessments, online discussions, etc.   ‒ They practice using digital literacy applications (i.e. using calculators and mathematical phone apps)  ‒ They regularly conduct internet searches, do presentations, work with spreadsheets, email, etc. ‒ They learn how to use a variety of industry specific technology tools in the automotive lab on campus. |