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| PROGRAM INFORMATION | Program | Heating & Cooling Technology |
| | Submitted by: | Jason Juhnke |
| | Year | 2024-2025 |
| | Date of Review | 2025-02-07 |
| | Form Key | 79ce8dd6-f0fe-42c0-91c4-5ab50c1d85f5 |
| PROGRAM OUTCOMES | Explain how program outcomes were reviewed this year (i.e., input from advisory board, instructors, students, etc.) and changes made, if any: | The HCT program outcomes were reviewed during the fall and spring syllabus review in our advisory board meeting, as well as our HVAC excellence accreditation review. |
| | Outcomes are up to date in WIDS and on the program's web page | Yes |
| SYLLABI | ADA Statement | Yes |
| | Competencies | Yes |
| | Course Description | Yes |
| | Course Title and Number | Yes |
| | Credit Hours | Yes |
| | Freedom of Expression Statement | Yes |
| | Grading Criteria | Yes |
| | Instructor | Yes |
| | Academic Integrity Policy | Yes |
| | Nondiscrimination Statement | Yes |
| | Office Hours/Contact Information | Yes |
| | Prerequisites | Yes |
| | Required Text(s) | Yes |
| | Syllabi Up to Date in WIDS | Yes |
| Explain which syllabi were reviewed this year; input received from advisory board, instructors, students, etc. regarding course objectives and textbooks used; and changes made, if any. | HV-121, HV-101, & HV-111. All three were reviewed by advisory board, no changes made. All three will be taught by Wade as the new instructor. | |
| PROGRAM COMPETENCIES | Explain how competencies were reviewed this year (i.e., input from advisory board, instructors, students, etc.) and changes made, if any: | Competencies were reviewed during the program accreditation review and also during some program competencies testings. |
| | WIDS Up to Date | Yes |
| COURSE ASSESSMENTS USED IN PROGRAM CHECKLIST | Capstone | Yes |
| | Class Participation | Yes |
| | Clinical/internship observations | Yes |
| | Examinations | Yes |
| | Comprehensive Final Exams | Yes |

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| | Journals | No |
| | Lab Demonstrations | Yes |
| | Oral Examinations/Presentations | Yes |
| | Other Projects | Yes |
| | Peer Evaluations | No |
| | Portfolio Projects | No |
| | Quizzes | Yes |
| | Self-Evaluations | No |
| | Simulations | Yes |
| | Videos of Student Mastery | No |
| | Written Essays | Yes |
| | Written Reports | No |
| ALIGNED AND APPROPRIATE ASSESSMENTS | Assessments used in the program are matched to the outcomes/competencies for the program. | Yes |
| | Explain changes in the assessments used in your program since your last review (include input received and rationale). | As we do the competencies lab testings we have changed them to fit the program areas or needs. |
| | Give examples of how assessments used in the program reflect higher-level thinking skills, such as applications, analysis, synthesis, and evaluation. | The competencies are assessed based on the students' performance in relation to task completion, adherence to deadlines, and comprehension of the assignment. |
| INDUSTRY CERTIFICATIONS | Explain any changes made or planned in the program based on assessment of industry certifications used in the program. | We have introduced A2L refrigerant testing, and there are no changes to report at this time. The testing results have been positive. Additionally, the other assessments they receive will be integrated into the courses throughout the spring semester. |
| INTERNSHIPS/ CLINICALS | How do you evaluate program competencies or learning objectives during internship/externship experiences? | Employers complete an evaluation for each student. Weekly students report on-site. On MyTech the students log their hours for the week and complete some outcome questions. |
| | As you reviewed results of internship/externship evaluations, what curriculum changes were made or are planned in your program? | The evaluation forms have been reviewed, no changes at this time. |

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| ENROLLMENT | Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark. | 2024 was at 79% we did meet the benchmark, but 2023 was low at 54%. Have been attending career fairs and school expos to help admissions with getting students aware of HVAC/R careers. |
| RETENTION | Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark. | 2024 met the benchmark at 96% |
| GRADUATION | Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark. | 2024 met the benchmark at 95% |
| PLACEMENT | Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark. | Placement for 2023 graduates was 92% which met the benchmark. |
| STUDENT SATISFACTION | If this benchmark is not met, what strategy or strategies will be implemented to address this measure? | The program had two areas that exceeded 1.0. The instructors are working on getting grades updated faster in our grading software. The instructors spend time with students to make sure their needs are taken care of. |
| ALUMNI SATISFACTION | If this benchmark is not met, what strategy or strategies will be implemented to address this measure? | Benchmark was reached. 100% of the alumni who did the survey were satisfied with the program. Comments made are not really relevant since faculty changes have been made within the program since the survey was administered. |
| EMPLOYER SATISFACTION | If this benchmark is not met, what strategy or strategies will be implemented to address this measure? | Benchmark was reached with 100% of employers said their hires met or exceeded their expectations. Most comments had to do with professionalism and customer service, which we do work hard to help our students in these areas. |
| PROFESSIONAL DEVELOPMENT | What professional development activities have instructors in this program completed in the last year? | Instructors have attended conferences, industry training, ASHRAE meeting & webinars. |

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| | How were these activities used to improve this program? | The instructors will leverage their enhanced knowledge to refine their course materials and laboratory exercises. |
| PROFESSIONAL ORGANIZATIONS | Do faculty members belong to professional organizations associated with this program? | Yes |
| | If no, explain why. | |
| | Are students made aware of the professional organizations for their career field? | Yes |
| ADVISORY BOARD RECOMMENDATIONS | What changes were or will be made to this program based on feedback provided at the past year's advisory board meeting(s)? | The advisory board didn't have any major changes or questions for the program. The board did agree and thanked the instructors on keeping up to date with the refrigerants and also teaching A2L's to the students. |
| | Implementation Date | 2025-05-16 |
| | Indicate the personnel responsible for implementing the change(s): | Jason Juhnke |
| PROGRAM IMPROVEMENT PLANS AND BUDGET | As you review this past year, what changes do you propose for the next school year that will affect the program's budget? | As the enrollment keeps increasing, we will need to increase the program budget for materials for student learning. With the new HCT instructor, the students are getting more hands on training that is using more project material. New testing material costs are higher than last year so will need to look over training material. Lab Testers are getting out of date. Will need to upgrade in the next year or so. |
| | Cost | \$2000 |