

# Career Launch Endorsement Review (CLER) Application



INSTITUTION Renton Technical College  
PROPOSED PROGRAM Automotive, Ford ASSET  
PROGRAM CIP 47.0604 PROGRAM EPC (Legacy) 712 PLAN CODE (People Soft) \_\_\_\_\_  
NAICS Code \_\_\_\_\_

Please note: **Registered Apprenticeship programs become automatically endorsed for Career Launch.**  
You need not submit an application.

CONTACT INFORMATION

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\_\_\_\_\_  
Chief Academic Officer

6/25/2020

\_\_\_\_\_  
Date

Application contact: Scott A. Copeland  
Associate Director, College Relations and Policy Guidance Education Division  
Washington State Board for Community and Technical Colleges Office: 360-704-4397  
Cell: 360-791-6026

*Applications reviewed monthly and are due the first business day of the month.*

Electronic submissions only to [scopeland@sbctc.edu](mailto:scopeland@sbctc.edu)

## Introduction

The Career Launch Program Endorsement recognizes high-quality career connected learning opportunities addressing persistent educational opportunity gaps, meeting the talent needs of employers and leading to academic learning and building awareness of, exposure to, and preparation for career opportunities.

## Application Materials

The following checklists outline the specific requirements for a CLER application. Additional evidence (e.g. existing program outcomes) may be submitted with your checklist responses.

Please note the following:

- Respond completely to the following three (3) checklists in your submission packet.
  - Page limit: 20 pages, including letters of endorsement and letters of employer partners.
  - Submit your completed application to Scott Copeland at [scopeland@sbctc.edu](mailto:scopeland@sbctc.edu).
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## Program Checklist

- P1 Program description including length of program in years and total hours (including split between classroom and worksite).

**Ford ASSET is a joint effort of Ford Motor Company, Renton Technical College, and a sponsoring Ford or Lincoln dealership. This is a pre-employment training program where a prospective student is hired (sponsored) by a Ford or Lincoln dealership BEFORE enrollment is allowed into the training program, so 100% of students achieve employment upon entry into the program.**

**The ASSET program utilizes specific periods (approximately eight weeks) of classroom/lab instruction alternating with specific periods of full-time mentored work experience at a Ford or Lincoln dealership.**

**Technical training on Ford automotive products is provided in all Automotive Service Excellence (ASE) repair areas plus specific Ford Motor Company Service Technician Specialty Training certification courses. Also, factory automotive repair certification credentials are achieved that cover the latest development of Ford/Lincoln automotive technology including: engines, fuel management, electronics, transmission/transaxles, brake systems, air conditioning, hybrid and diesel diagnosis and repair.**

**During student co-operative training sessions, the program applies, in a real work setting, what a student learns during the previous instructional session. The student becomes familiar with the dealership environment and the organizational structure while developing competencies that are expected of a professional automotive technician.**

### **Program Length**

**AAS Degree: 8 quarters/ 1 year 9 Months**

**130 Credits: Total Hours 2493 Hours**

**Classroom Hours: 804 Theory + 555 Hours Guided Practice=1359 hours**

**Field Based Hours: 1134 Hours**

- P2 Estimated number of hours per week at worksite and in classroom (this approach may shift throughout the program).

The Ford ASSET program alternates 8 week/ 30 hours per week classroom/lab training with 8 weeks/ minimum 30 hours per week dealership training over the two-year training cycle. Students are teamed with a mentor in the dealership workplace during the cooperative learning session and students and mentors are assigned task sheets related to recent classroom/lab.

P3 Demonstration of labor market demand for specified skills/career in local region

The Ford ASSET program qualifies graduates to the training level of a certified Ford Motor Company Master Technician, having completed factory certification training in all ASE master technician areas as well as electric and hybrid vehicle repair and light diesel diagnosis and repair.

According to Careeronestop.org, the labor market demand for automotive technicians in Washington State is projected to increase 15% 2016-2026 for all automotive technicians. This increase of 15% compares to a national growth projection of -1% with Washington state tied for 2<sup>nd</sup> in the country for automotive technician job growth.

Careeronestop.org projects automotive annual projected job openings in Washington of 1870 positions. The Washington State Employment Division statistics expects even greater growth projections in Seattle-King County with an annual growth rate of .66% projected from 2022-2027 with projected annual openings of 1954 automotive positions in the Seattle-King County alone.

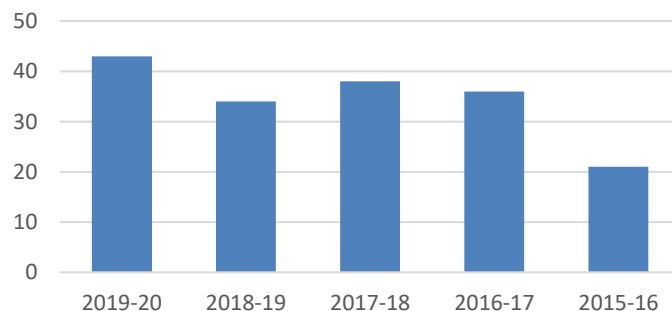
There is also an increased demand for technicians that are trained at the highest level of automotive repair technology with advanced diagnostics skills such as electronic waveform analysis and automotive computer network diagnosis and repair. These high skills are transferable to other industries besides automotive.

P4 Projected count of student enrollment, student completion, and anticipated employer participation for 5 years, post-pilot.

### Enrollment

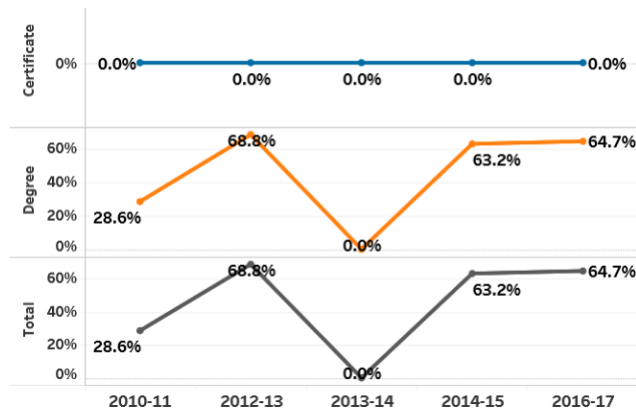
The Ford ASSET program enrollment had been increasing after the recession of 2008-2012. Responding to regional dealership requests for more trained technicians through advisory committee input, the ASSET program was expanded in 2017 from a one cohort program that graduated a class every two years, to a two-cohort program, with a graduating class every year, utilizing the training facility to a greater capacity and doubling students load.

Ford ASSET Enrollment 2015-2020



### Student Completion 2012-2017

Student completion rates have remained steady at approximately 64% with 100% of students achieving an AAS degree in Automotive Technology/Ford ASSET



The infusion of Career Launch funds and the expansion of student workstations and up to date equipment is projected to increase marketability of the Ford ASSET program, expand the participating dealer base, and help increase student retention through increased engagement with newer technology equipment that closely matches current technology in dealerships. The average starting number of students from 2015-2020 has been around 18 students per cohort with the retention rate of 64%. Our first goal of Career Launch improvements is to improve the facility marketability and develop additional outreach to our dealer base, both local and rural. The projections of program gains are for stepped improvements every year increasing student enrollment by 2 students each year (1 per cohort) with the goal of achieving 100% capacity of 24 students per cohort (maximum set by Ford Standards) increasing our current student capacity by 33%.

The second goal of our Career Launch improvements is to increase student retention for the current 64% to above 80% over the next 5-year period through the same facility improvements. Projection schedule post improvements are as follows:

**Enrollment and Completion Projections 2020-2024**

Year	2020	2021	2022	2023	2024
Enrollment	36	38	40	42	44-48
Completion %	66%	69%	72%	75%	80%

- P5 Concise description of development process to create the Career Launch program (e.g. who was involved, when, how was the program piloted, etc.)

The Ford ASSET program was developed in partnership with Ford Motor Company and Renton Technical College in 1989 and is one of 40 ASSET locations across the United States, each serving a geographic regional area. The Renton program currently serves most of Washington State, Northern Idaho, Western Montana, and Alaska.

The program was established with the goal of providing the Ford/Lincoln servicing region with Ford/Lincoln service technicians that had superior factory-based training curriculum to develop the quality technicians needed to consistently deliver Ford Motor Company’s promise of “fix it right the first time” to customer vehicles.

The program factory certification curriculum is designed by factory developers to maintain congruency with current vehicle technology and is integrated with the preparatory automotive training that is included in the program. The curriculum is updated to latest factory training, always keeping the curriculum refreshed to current vehicle repair standards. The Ford ASSET program is guided both nationally by Ford Motor Company representatives but also guided locally by the Ford ASSET advisory committee comprised of local Ford service managers, regional Ford service representatives and Renton Technical College representatives.

- P6 Signed letter of endorsement from all relevant partners, stakeholders and regional networks (including employers, labor organizations, academic institutions, community-based organizations, individuals, and other relevant stakeholders in support of the proposed Career Launch program). Regional network endorsement preferred.

**See attached letters.**

- P7 Description of resources, supports, or other processes to recruit and support students from underserved backgrounds (e.g. including students of color, students from low income families, English language learners, students with disabilities, foster students, students experiencing homelessness, students from single parent homes, and other populations that face barriers to employment); or create an implementation plan to do so.

**Renton Technical College's mission states: Renton Technical College engages a diverse student population through educational opportunities for career readiness and advancement, serving the needs of individuals, the community, businesses, and industry.**

**Driven by our deep commitment to student success and serving a diverse population, RTC meets students where they are in their educational journey and successfully moves them forward to greater opportunity. Our student population is racially and culturally diverse; over 60% are students of color. The median age of an RTC student is 31 years old. Professional-technical programs generate 38% of our enrollment, followed closely by 34% in basic skills, 15% in an apprenticeship or supplemental program, and 13% in academic education and transfer. Our service area touches upon 11 legislative districts and encompasses the Renton, Kent, Auburn, Tahoma, Tukwila, and Enumclaw school districts as well as the central and south portions of the Seattle Public Schools.**

**The Ford ASSET program recruits students of diverse backgrounds from local and regional high schools by direct visitation to local and regional secondary automotive training programs while promoting automotive careers at local career fairs and events.**

**ASSET candidates are given assistance in resume writing, cover letter review, given mock interviews and are assisted in job placement at Ford/Lincoln dealerships by ASSET faculty to obtain dealership sponsorship. 100% of enrolled students are employed at Ford/Lincoln dealerships before their first cooperative training session as per Ford Motor Company ASSET program standards.**

**Renton Technical College has extensive student support systems in counseling, financial aid and through our vibrant RTC Foundation. Ford Motor Company directly supports the ASSET program and students by offering 5K in scholarships annually for ASSET students.**

**Renton Technical College also has multiple support systems in place for student retention, academic and financial support.**

#### **Student Success Center**

**Each counselor has an expertise in a special area or population and is assigned to a division of the college to provide communication between faculty/curriculum areas. Counselors work with and serve as a liaison with community agencies. Counselors are involved with recruiting at career fairs and high school visits, representing all program areas to provide general information about RTC.**

#### **Disability Resource Center**

**Disability Resource Services provides accommodations to students with disabilities and health conditions at Renton Technical College. DRS can also provide resources on and off campus for students with disabilities.**

### Diversity, Equity and Inclusion Council

The Diversity, Equity and Inclusion Council (DEIC) will develop the campus plan and policies related to diversity, equity and inclusion; set response priorities for diversity, equity and inclusion issues on campus; and advocate for the resolution of diversity, equity and inclusion issues on campus.

The scope of work for which the Council operates under is as follows:

- Develop and update campus diversity, equity and inclusion plan.
- Facilitate community-wide dialogue.
- Evaluate functions and activities related to diversity, equity and inclusion goals.

### Renton Technical College Foundation

The RTC Foundation provides scholarships and grants to students and develop resources for RTC's award-winning and nationally recognized programs and faculty.

## Industry-Related Checklist

I-R1 Address of worksite(s) where Career Launch students will complete supervised training.

**FORD ASSET sponsoring dealerships cover a wide geographic area ranging from the local Puget Sound area, through Washington state and as far as Idaho, Montana and Alaska. Sponsoring dealers are identified annually and vary from year to year with employment demand.**

**The following chart lists the sponsoring dealerships for the current Ford ASSET cohorts.**

Bowen Scarff Ford	1157 Central Ave S	Kent	WA	98032
Evergreen Ford	1500 18 <sup>th</sup> Ave NW	Issaquah	WA	98027
Jim Fugate Ford	526 Roosevelt Ave	Enumclaw	WA	98022
Korum Ford Inc.	100 River Road	Puyallup	WA	98371
Lakewood Ford	11503 Pacific Hwy SW	Lakewood	WA	98499
Corwin Ford Tri-Cities	1225 N. Autoplex Way	Pasco	WA	99301
Way Scarff Ford	501 Auburn Way N.	Auburn	WA	98002
Ford of Kirkland	11800 124 <sup>th</sup> Ave Ne	Kirkland	WA	98034
Harris Ford	20006 64 <sup>th</sup> Ave West	Lynnwood	WA	98036
Bill Pierre Ford	11525 Lake City Way	Seattle	WA	98125
Kendall Ford of Marysville	15900 Smokey Point Blvd.	Marysville	WA	98271
Kendall Ford of Kenai	10288 Kenai Spur Hwy	Kenai	AK	99611
Epic Ford	5200 Evergreen Way	Everett	WA	98203

I-R2 Hourly wage for Career Launch participants.

**Dealership wages vary among regions and markets. ASSET students typically start the ASSET program with an estimated projected wage progression scale before sponsorship begins, outlining the student wages expected during the two-year, five co-op training period. Student wages in the Puget Sound region typically start around \$15 per hour in the first cooperative session. Most students receive incremental raises per co-operative cycle with a local graduating wage of \$22-\$28 per hour standard in the Seattle-King County region.**

I-R3 List of entry-level positions and associated job descriptions for which a Career Launch student would be eligible for upon completion.

**Automobile Technician Mechanic**

- Keeps equipment available for use by inspecting and testing vehicles; completing preventive maintenance such as engine tune-ups, oil changes, tire rotation and changes, wheel balancing, and replacing filters.
- Maintains vehicle functional condition by listening to operator complaints; conducting inspections; repairing engine failures; repairing mechanical and electrical systems malfunctions; replacing parts and components; repairing body damage.
- Verifies vehicle serviceability by conducting test drives; adjusting controls and systems.
- Complies with state vehicle requirements by testing engine, safety, and combustion control standards.
- Maintains vehicle records by recording service and repairs.
- Keeps shop equipment operating by following operating instructions; troubleshooting breakdowns; maintaining supplies; performing preventive maintenance; calling for repairs.
- Contains costs by using warranty; evaluating service and parts options.
- Keeps supplies ready by inventorying stock; placing orders; verifying receipt.
- Updates job knowledge by participating in educational opportunities; reading technical publications.
- Accomplishes maintenance and organization mission by completing related results as needed.

**Diesel Technician**

- Diesel Mechanics are responsible for the maintenance and repair of diesel-powered vehicles. Their duties include running diagnostic tests on vehicles, test driving vehicles to gauge performance and maintaining detailed records of the vehicles they have serviced.

**Electric/Hybrid Technician**

- Electric/Hybrid Vehicle Technicians are responsible for inspection, maintenance and repair of electric and/or gas-powered vehicles.
- Knowledge Required: Electric vehicle technicians specialize in mechanical repairs, integrated electronic systems, computer skills, hand tools, and engineering theory and technical studies.

IR-4 List of specific skills and competencies required for completion of Career Launch program, with demonstrated alignment to entry-level positions, job descriptions, and average local salary ranges.

Position	Skills	Estimated Annual Salary
Lube Technician	<ul style="list-style-type: none"> <li>• Inspect vehicle systems</li> <li>• Change oil and perform vehicle maintenance</li> <li>• Perform tire maintenance and repairs</li> </ul>	\$15/hr
Maintenance and Light Technician	<ul style="list-style-type: none"> <li>• Inspect vehicle systems</li> <li>• Perform vehicle scheduled maintenance</li> <li>• Perform limited vehicle diagnosis and repair such as charging system checks, battery replacements, belt replacements /water pump replacements</li> </ul>	\$20/hr
Master Auto Technician	<ul style="list-style-type: none"> <li>• Full diagnostics of all vehicle systems</li> <li>• Perform all repairs in all 8 ASE service areas</li> <li>• Able to work independently and able to supervise others</li> <li>• Diesel diagnosis</li> <li>• Hybrid/electrical diagnosis and repair</li> </ul>	\$30-\$60hr



I-R5 Employer attests that Career Launch program is in compliance with required federal, state, and local regulations.

**See attached employer support forms.**

I-R6 Employers will outline a student supervision and mentorship model.

**The ASSET student supervision and mentorship model has been established through the Ford ASSET Policies and Procedures manual that outlines student supervision and dealership mentorship responsibilities. Employers sign an On-The-Job training agreement as part of the sponsoring process. Students are alternated between 8-week classroom/lab training session and 8-week paid internships where the student is mentored by a certified technician in the area most recently trained. Service managers/students receive cooperative training task sheets outlining training objectives for each training unit. ASSET instructors travel to sponsoring dealerships across the region and monitor and document the effectiveness of the employer and student task completion and respective training obligations. Students performance is graded by dealership personnel and shared with student and managerial staff.**

I-R7 Description of common career pathway(s) beginning with entry-level position specified with demonstration of likely salary growth over specified time period.

**The Ford ASSET program has a career path that can uplift the technician’s skill set and corresponding wages throughout their career. The program was designed by Ford not to build an automotive technician, but to build lead technicians that would have the skill set to become leaders in their dealerships. The goal was in the Ford vision of ASSET and was the basis of requiring all graduates to complete degree requirement of general education courses beyond their technical training. Many pre-ASSET candidates enter a dealership as a lube technician and use that time to evaluate if their skill set matches that of a future automotive technician and they want to pursue more interest in the trade. Once sponsored by a dealership into the ASSET program, the student typically starts the mentorship in the main repair shop and is teamed as an apprentice helper to a certified master technician. As skills grow, more and more repair processes are performed individually, and wages are increased with the increase of individual productivity. Upon graduation, specialized skill sets are further developed, and as students**

***Ford ASSET Career Path***

<i>Position</i>	Lube Technician	Shop Helper / Apprentice	Technician	Master Technician	Shop Foreman	Service Manager
<i>Time</i>	Pre-Entry	Entry/1 year	2 years	5 years	10-15years	15+Years
<i>Wage/hr</i>	\$15/hr	\$15-\$20hr	\$20-\$35hr	\$35-\$50hr	\$50-\$60hr	\$60-\$80hr

I-R8 Demonstrated competency alignment with relevant professional standards for specified entry-level positions when applicable.

**ASSET Curriculum and Ford ASSET Competencies align and exceed Automotive Service Excellence industry standard of automotive certifications. The Ford ASSET program uses ASE task tracking sheets during instruction and student tasks are evaluated against industry standards. The areas of ASE certification are:**

- **A1 – Engine Repair**
- **A2 – Automatic Transmission/Transaxle**
- **A3 – Manual Drive Train & Axles**
- **A4 – Suspension & Steering**
- **A5 – Brakes**
- **A6 – Electrical/Electronic Systems**

- A7 – Heating & Air Conditioning
- A8 – Engine Performance

**Ford Motor Company Service Technician Specialty Training (STST) modules of manufacture certified training are imbedded into the standard automotive curriculum and students complete the factory training and receive factory credentials while completing their educational unit.**

I-R9 Signed letter from employer partners attesting that Career Launch completers will be ready for specified entry-level jobs, including an optional, non-binding commitment estimating number of Career Launch completers they plan to interview/hire over the first three years of the program.

**See attached letters.**

## Academic-Related Checklist

A-R1 List of academic institution(s) providing career-aligned instruction for Career Launch program.

**The Ford ASSET program at Renton technical College is one of only 40 ASSET locations in the country, offering Ford/Lincoln certification training and credentialing. The dealership area served covers most of Washington State, Northern Idaho, and Western Montana, and includes Alaska.**

A-R2 Curriculum scope and sequence aligned to skills and competencies provided in employment checklist.

**The Ford ASSET Curriculum is directly aligned with the manufacturers' technical requirements of a master automotive technician. The Ford Motor Company's Master Program, established in 1993, recognizes the technical training accomplishments of Ford and Lincoln dealership technicians in the United States. Technicians can earn the following designations by completing Ford technical training courses.**

- Master Technician
- Senior Master Technician
- 10-year Master Technician
- 10-year Senior Master Technician
- 20-year Senior Master Technician

**The ASSET program trains to the level of Senior Master Technician, with only the tenure requirement of five years documented time as a service technician needed for factory recognition. Ford ASSET graduates are recognized and receive factory certifications to Ford Master Technician upon graduation. Certification curriculum is supplied by the manufacturer and is required to be taught by Ford certified instructors exclusively. There are 8 basic areas of factory certification, each with their own combination of web-based and classroom/lab-based instruction.**

**A Ford ASSET graduate receives over 110 factory automotive repair certifications ranging from engine repair to advanced electronics over the two-year instruction period. The factory certification courses are aligned and imbedded into the college curriculum and are granted through the Ford certified instructor into the Ford training portal with world-wide recognition at Ford/Lincoln dealerships. Instructors, students and employers all track the credentialing through the Ford Motor Company STARS training management program as students move through the curriculum.**

### *Sample List of Certifications*

**Tasks**

If multiple paths are present only one must be completed. If any task is a Certification, use View Task Details Action to review Due Dates and Renew Dates.

[Export to Excel](#)

**PATH: ASSET Certification**

▼ Complete the Following Certifications

Actions	Task Title	Task Code	Delivery Method	Completion Status	Class Available	Due Date	Renew Date
<a href="#">Actions</a>	Gasoline Engine Performance - 31	31	Certification	Completed Certification			
<a href="#">Actions</a>	Gasoline Engine Repair - 32	32	Certification	Completed Certification			
<a href="#">Actions</a>	Steering and Suspension - 33	33	Certification	Completed Certification			
<a href="#">Actions</a>	Electrical Systems - 34	34	Certification	Completed Certification			
<a href="#">Actions</a>	Climate Control - 35	35	Certification	Completed Certification			
<a href="#">Actions</a>	Manual Transmission and Drivetrain - 36	36	Certification	Completed Certification			
<a href="#">Actions</a>	Automatic Transmission - 37	37	Certification	Completed Certification			
<a href="#">Actions</a>	Brakes - 38	38	Certification	Completed Certification			

▼ Complete The Following

Actions	Task Title	Task Code	Delivery Method	Completion Status	Class Available	Due Date	Renew Date
<a href="#">Actions</a>	General Maintenance	10M01W1	eLearning	Complete			
<a href="#">Actions</a>	Completing an Efficient VCU/MPI Inspection	10M02W0	eLearning	Complete			
<a href="#">Actions</a>	Tire/Wheel Vibration Analysis	33G01W1	eLearning	Complete			
<a href="#">Actions</a>	ON-LINE SERVICE PUBLICATION NAVIGATION	30G14W1	eLearning	Complete			
<a href="#">Actions</a>	Lincoln Electronic Pre Delivery Inspection	60S03W0	eLearning	Complete			

▼ The Following Courses are Optional

**Curriculum Schedule**

Program: *Automotive, Ford ASSET*

Entry: *Fall Entry*

Effective: *B902*

CIP: *47.0604*

EPC: *712*

Seq/Qtr	Item #	Course Dept/Div	Course #	Course Title	Min Pass Grade	Total Credits	Total Hours	Theory Hours	Theory Credits	Guided Prac Hours	Guided Prac Credits	Field-Based Hours	Field-Based Credits
1-F	X151	COL	101	College Success	1.0	2	22	22	2	0	0	0	0
1-F	J301	FAS	101	Safety and Environmental Issues	1.0	2	32	22	2	10	0	0	0
1-F	J305	FAS	112	Basic Shop Skills	1.0	1	22	11	1	11	0	0	0
1-F	J307	FAS	115	Electrical / Electronic Systems	1.0	9	132	66	6	66	3	0	0
1-F	J321	FAS	191	Cooperative Training I Part A	S	3	108	0	0	0	0	108	3
1-F	F129	INDS	101	First Aid/CPR and AED	1.0	1	12	12	1	0	0	0	0
1-F	GEN	PSYC&	100*	General Psychology*	1.0	5	55	55	5	0	0	0	0
<b>Quarter 1 Total</b>						<b>23</b>	<b>383</b>	<b>188</b>	<b>17</b>	<b>87</b>	<b>3</b>	<b>108</b>	<b>3</b>
2-W	J309	FAS	118	Brake Systems	1.0	6	112	33	3	79	3	0	0
2-W	J311	FAS	119	Steering and Suspension Systems	1.0	6	112	33	3	79	3	0	0
2-W	J323	FAS	192	Cooperative Training I Part B	S	3	102	0	0	0	0	102	3
2-W	GEN	CMST&	101*	Introduction to Communication*	1.0	5	55	55	5	0	0	0	0
<b>Quarter 2 Total</b>						<b>20</b>	<b>381</b>	<b>121</b>	<b>11</b>	<b>158</b>	<b>6</b>	<b>102</b>	<b>3</b>
3-S	J313	FAS	120	Engine Repair	1.0	7	108	55	5	53	2	0	0
3-S	J325	FAS	193	Cooperative Training II	S	7	222	0	0	0	0	222	7
<b>Quarter 3 Total</b>						<b>14</b>	<b>330</b>	<b>55</b>	<b>5</b>	<b>53</b>	<b>2</b>	<b>222</b>	<b>7</b>
4-U	J315	FAS	123	Diesel Fundamentals	1.0	4	59	44	4	15	0	0	0
4-U	J317	FAS	124	Climate Control Systems	1.0	4	57	33	3	24	1	0	0
4-U	J319	FAS	171	Written Communications	1.0	3	33	33	3	0	0	0	0
4-U	GEN	AMATH	175*	Applied Mathematics for Business and Ir	1.0	5	55	55	5	0	0	0	0
<b>Quarter 4 Total</b>						<b>16</b>	<b>204</b>	<b>165</b>	<b>15</b>	<b>39</b>	<b>1</b>	<b>0</b>	<b>0</b>
5-F	J327	FAS	216	Manual Transmissions and Drivetrains	1.0	8	108	66	6	42	2	0	0
5-F	J337	FAS	294	Cooperative Training III	S	7	222	0	0	0	0	222	7
5-F	GEN	COMP	100*	Applied Composition*	1.0	5	55	55	5	0	0	0	0
<b>Quarter 5 Total</b>						<b>20</b>	<b>385</b>	<b>121</b>	<b>11</b>	<b>42</b>	<b>2</b>	<b>222</b>	<b>7</b>
6-W	J329	FAS	217	Automatic Transmissions	1.0	8	108	66	6	42	2	0	0
6-W	J339	FAS	295	Cooperative Training IV	S	7	222	0	0	0	0	222	7
<b>Quarter 6 Total</b>						<b>15</b>	<b>330</b>	<b>66</b>	<b>6</b>	<b>42</b>	<b>2</b>	<b>222</b>	<b>7</b>
7-S	J331	FAS	223	Engine Performance	1.0	14	222	88	8	134	6	0	0
7-S	J341	FAS	296	Cooperative Training V Part A	S	3	108	0	0	0	0	108	3
<b>Quarter 7 Total</b>						<b>17</b>	<b>330</b>	<b>88</b>	<b>8</b>	<b>134</b>	<b>6</b>	<b>108</b>	<b>3</b>
8-U	J343	FAS	297	Cooperative Training V Part B	S	5	150	0	0	0	0	150	5
<b>Quarter 8 Total</b>						<b>5</b>	<b>150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150</b>	<b>5</b>
<b>Total for AAS Degree</b>						<b>130</b>	<b>2493</b>	<b>804</b>	<b>73</b>	<b>555</b>	<b>22</b>	<b>1134</b>	<b>35</b>

Qtr: U=Summer, F=Fall, W=Winter, S=Spring

A-R3 Demonstration of student supports (e.g. mentoring, advising, financial aid, tutoring) available for Career Launch students enrolled in the course.

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60% are students of color. The median age of an RTC student is 31 years old. Professional-technical programs generate 38% of our enrollment, followed closely by 34% in basic skills, 15% in an apprenticeship or supplemental program, and 13% in academic education and transfer. Our service area touches upon 11 legislative districts and encompasses the Renton, Kent, Auburn, Tahoma, Tukwila, and Enumclaw school districts as well as the central and south portions of the Seattle Public Schools.

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Renton Technical College also has multiple support systems in place for student retention, academic and financial support.

#### Student Success Center

Each counselor has an expertise in a special area or population and is assigned to a division of the college to provide communication between faculty/curriculum areas. Counselors work with and serve as a liaison with community agencies. Counselors are involved with recruiting at career fairs and high school visits, representing all program areas to provide general information about RTC.

#### Disability Resource Center

Disability Resource Services provides accommodations to students with disabilities and health conditions at Renton Technical College. DRS can also provide resources on and off campus for students with disabilities.

#### Diversity, Equity and Inclusion Council

The Diversity, Equity and Inclusion Council (DEIC) will develop the campus plan and policies related to diversity, equity and inclusion; set response priorities for diversity, equity and inclusion issues on campus; and advocate for the resolution of diversity, equity and inclusion issues on campus.

The scope of work for which the Council operates under is as follows:

- Develop and update campus diversity, equity and inclusion plan.
- Facilitate community-wide dialogue.
- Evaluate functions and activities related to diversity, equity and inclusion goals.

#### Renton Technical College Foundation

The RTC Foundation provides scholarships and grants to students and develop resources for RTC's award-winning and nationally recognized programs and faculty.

A-R4 Number of postsecondary credits provided and / or credential earned upon completion of program.

**130 Credits AAS Degree in Ford ASSET program.**

**ASSET graduates achieve more than 110 individual Ford Motor Company certification courses through web-based and classroom instruction that are recognized world-wide by Ford/Lincoln dealerships and are required by the manufacturer to perform warranty repair on customer vehicles. The certifications are part of the technician's permanent training record and these credentials must be maintained by attending new training as technology changes.**

A-R5 Demonstrated curricular alignment with relevant professional and / or academic standards associated with coursework and credential, when applicable.

**See Standard A-R2.**

A-R6 Details of potential for current or future partnerships and/or scalability of the program within and across sectors and/or geographic locations (e.g. articulation, degree pathways), when applicable.

**The goal of these facility upgrades is to improve our shop image and provide increased marketability to expand program reach to our local and outlying Ford dealership markets, increasing program capacity. There is a great need in rural markets for highly trained and certified technicians with very limited options for achieving Ford Training Credentials. The expansion of facility capabilities will attract more students from local and rural markets and help improve student retention by having increased skill sets on the most recent diagnostic equipment.**

**Dealer Support Letter 1 (for items P6, I-R5, and I-R9)**



1157 Central Ave North,  
Kent, WA 98032

Subject: Renton Technical College Ford ASSET Program Career Launch Endorsement

June 25, 2020

Washington State Board for Community and Technical Colleges,

Bowen Scarff Ford would like to offer this letter of high endorsement to the Renton Technical College Ford ASSET program for Career Launch endorsement. We have a long-standing relationship with Renton Technical College and the Ford ASSET program. We have seen many graduates of this program become successful employees of our company. We are interested in continuing to partner with the college to create additional pathways to employment through educational programs and work-based learning opportunities.

Bowen Scarff Ford participates in the work-based learning component of the Ford ASSET program by providing paid on-the-job experience and sponsorship to the students, with guided mentorship, throughout the 2-years students are in the program. Students are hired on at the dealership before the program and then go through a rigorous “8-weeks classroom, 8-weeks dealership” alternation until the end of the program. During their time at the dealership (referred to as co-op based on the cooperative agreement signed by us, the student and instructors), students are supervised and mentored in the area most recently covered in the classroom. This portion of their training is vital, and the reason ASSET stands apart from similar programs. A student’s ability to immediately reinforce classroom knowledge with real-world hands-on training allows the students to develop a firm grasp on difficult concepts and procedures. This training also gives a student the ability to become a Ford Master Certified Technician through the certification process conducted throughout the duration of the program. We work closely with Renton Technical College and its instructors to ensure students are emerging as Certified Ford Technicians while adhering to federal, state, and local laws.

Upon review of the Ford ASSET curriculum and as demonstrated by the quality of students participating and who have graduated from the program over the last 30 years; it is clear that graduates of the program are more than prepared for entry to mid-level and beyond in-demand positions in the industry. Many students who have graduated from the program throughout the years are still employed at our dealerships as Ford Senior Master Technicians and often mentor the new students, perpetuating a legacy of program excellence that is far superior to other training options.

We are prepared to offer positions to future students, who meet our employment qualifications, interviews and potential employment throughout the Ford ASSET program based on our needs. We anticipate hiring and sponsoring 4 student’s per year.

Please feel free to contact me for more information about this endorsement and our partnership with Renton Technical College.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Ray', is written over a white background.

Paul Ray  
General Manager  
Bowen Scarff Ford



**Dealer Support Letter 2 (for items P6, I-R5, and I-R9)**

Subject: Renton Technical College Ford ASSET Program Career Launch Endorsement

June 23, 2020

Washington State Board for Community and Technical Colleges,

Pierre Auto Family would like to offer this letter of endorsement to the Renton Technical College Ford ASSET program for Career Launch endorsement. We have a long-standing relationship with Renton Technical College and the Ford ASSET program. We have seen many graduates of this program become successful employees of our company. We are interested in continuing to partner with the college to create additional pathways to employment through educational programs and work-based learning opportunities.

Our Dealerships participates in the work-based learning component of the Ford ASSET program by providing paid on-the-job experience and sponsorship to the students, with guided mentorship, throughout the 2-years students are in the program. Students are hired on at the dealership before the program and then go through a rigorous "8-weeks classroom, 8-weeks dealership" alternation until the end of the program. During their time at the dealership (referred to as co-op based on the cooperative agreement signed by us, the student and instructors), students are supervised and mentored in the area most recently covered in the classroom. This portion of their training is vital, and the reason ASSET stands apart from similar programs. A student's ability to immediately reinforce classroom knowledge with real-world hands-on training allows the students to develop a firm grasp on difficult concepts and procedures. This training also gives a student the ability to become a Ford Master Certified Technician through the certification process conducted throughout the duration of the program. We work closely with Renton Technical College and its instructors to ensure students are emerging as Certified Ford Technicians while adhering to federal, state, and local laws.

Upon review of the Ford ASSET curriculum and as demonstrated by the quality of students participating and who have graduated from the program over the last 30 years; it is clear that graduates of the program are more than prepared for entry to mid-level and beyond in-demand positions in the industry. Many students who have graduated from the program throughout the years are still employed at our dealerships as Ford Senior Master Technicians and often mentor the new students, perpetuating a legacy of program excellence that is far superior to other training options.

We operate 4 Ford dealerships and are prepared to offer positions to future students, who meet our employment qualifications, interviews and potential employment throughout the Ford ASSET program based on our needs. We anticipate hiring and sponsoring at least 2 student(s) per year per dealership.

Please feel free to contact me for more information about this endorsement and our partnership with Renton Technical College.

Sincerely,

  
Jack Edvalds



**BILL PIERRE FORD, INC.**  
11525 Lake City Way N.E.  
P.O. Box 27165 • Seattle, WA 98125  
(206) 364-2200

Dealer Support Letter 3 (for items P6, I-R5, and I-R9)



Subject: Renton Technical College Ford ASSET Program Career Launch Endorsement

June 16, 2020

Washington State Board for Community and Technical Colleges,

Corwin Ford Tri Cities would like to offer this letter of endorsement to the Renton Technical College Ford ASSET program for Career Launch endorsement. We have a long-standing relationship with Renton Technical College and the Ford ASSET program. We have seen many graduates of this program become successful employees of our company. We are interested in continuing to partner with the college to create additional pathways to employment through educational programs and work-based learning opportunities.

Corwin Ford Tri Cities participates in the work-based learning component of the Ford ASSET program by providing paid on-the-job experience and sponsorship to the students, with guided mentorship, throughout the 2-years students are in the program. Students are hired on at the dealership before the program and then go through a rigorous "8-weeks classroom, 8-weeks dealership" alternation until the end of the program. During their time at the dealership (referred to as co-op based on the cooperative agreement signed by us, the student and instructors), students are supervised and mentored in the area most recently covered in the classroom. This portion of their training is vital, and the reason ASSET stands apart from similar programs. A student's ability to immediately reinforce classroom knowledge with real-world hands-on training allows the students to develop a firm grasp on difficult concepts and procedures. This training also gives a student the ability to become a Ford Master Certified Technician through the certification process conducted throughout the duration of the program. We work closely with Renton Technical College and its instructors to ensure students are emerging as Certified Ford Technicians while adhering to federal, state, and local laws.

Upon review of the Ford ASSET curriculum and as demonstrated by the quality of students participating and who have graduated from the program over the last 30 years; it is clear that graduates of the program are more than prepared for entry to mid-level and beyond in-demand positions in the industry. Many students who have graduated from the program throughout the years are still employed at our dealerships as Ford Senior Master Technicians and often mentor the new students, perpetuating a legacy of program excellence that is far superior to other training options.

1225 Autoplex Way • Pasco, WA 99301 • Phone: 509.544.8000



We are prepared to offer positions to future students, who meet our employment qualifications, interviews and potential employment throughout the Ford ASSET program based on our needs. We anticipate hiring and sponsoring at least 2 students per year.

Please feel free to contact me for more information about this endorsement and our partnership with Renton Technical College.

Sincerely,



Steve R. Wabeke  
Service Director  
Corwin Ford Tri Cities  
509.416.5932  
swabeke@corwinauto.com

Dealer Support Letter 4 (for items P6, I-R5, and I-R9)



SUNSET FORD



June 24, 2020

Subject: Renton Technical College Ford ASSET Program Career Launch Endorsement

Washington State Board for Community and Technical Colleges,

Sunset Ford would like to offer this letter of endorsement to the Renton Technical College Ford ASSET program for Career Launch endorsement. We have a long-standing relationship with Renton Technical College and the Ford ASSET program. We have seen many graduates of this program become successful employees of our company. We are interested in continuing to partner with the college to create additional pathways to employment through educational programs and work-based learning opportunities.

Sunset Ford participates in the work-based learning component of the Ford ASSET program by providing paid on-the-job experience and sponsorship to the students, with guided mentorship, throughout the 2-years students are in the program. Students are hired on at the dealership before the program and then go through a rigorous “8-weeks classroom, 8-weeks dealership” alternation until the end of the program. During their time at the dealership (referred to as co-op based on the cooperative agreement signed by us, the student and instructors), students are supervised and mentored in the area most recently covered in the classroom. This portion of their training is vital, and the reason ASSET stands apart from similar programs. A student’s ability to immediately reinforce classroom knowledge with real-world hands-on training allows the students to develop a firm grasp on difficult concepts and procedures. This training also gives a student the ability to become a Ford Master Certified Technician through the certification process conducted throughout the duration of the program. We work closely with Renton Technical College and its instructors to ensure students are emerging as Certified Ford Technicians while adhering to federal, state, and local laws.

Upon review of the Ford ASSET curriculum and as demonstrated by the quality of students participating and who have graduated from the program over the last 30 years; it is clear that graduates of the program are more than prepared for entry to mid-level and beyond in-demand positions in the industry. Many students who have graduated from the program throughout the years are still employed at our dealerships as Ford Senior Master Technicians and often mentor the new students, perpetuating a legacy of program excellence that is far superior to other training options.

We are prepared to offer positions to future students, who meet our employment qualifications, interviews and potential employment throughout the Ford ASSET program based on our needs. We anticipate hiring and sponsoring at least 1 student(s) per year.

Please feel free to contact me for more information about this endorsement and our partnership with Renton Technical College.

Sincerely,

Tim Fretz  
Service Director  
Sunset Ford – Sunset Chevrolet – Sunset KAI – Sunset Mitsubishi  
Cell 360-265-5065

6616 166<sup>th</sup> Ave. E. Sumner WA 98390  
Phone: 253.863.2211 Fax: 253.863.8574  
[www.sunsetfordofsumner.com](http://www.sunsetfordofsumner.com)

**Dealer Support Letter 5 (for items P6, I-R5, and I-R9)**

**Jim Fugate Ford**  
**PO Box 217**  
**Enumclaw, WA 98022**

Subject: Renton Technical College Ford ASSET Program Career Launch Endorsement

June 10, 2020

Washington State Board for Community and Technical Colleges,

Jim Fugate Ford would like to offer this letter of endorsement to the Renton Technical College Ford ASSET program for Career Launch endorsement. We have a long-standing relationship with Renton Technical College and the Ford ASSET program. We have seen many graduates of this program become successful employees of our company. We are interested in continuing to partner with the college to create additional pathways to employment through educational programs and work-based learning opportunities.

Jim Fugate Ford participates in the work-based learning component of the Ford ASSET program by providing paid on-the-job experience and sponsorship to the students, with guided mentorship, throughout the 2-years students are in the program. Students are hired on at the dealership before the program and then go through a rigorous "8-weeks classroom, 8-weeks dealership" alternation until the end of the program. During their time at the dealership (referred to as co-op based on the cooperative agreement signed by us, the student and instructors), students are supervised and mentored in the area most recently covered in the classroom. This portion of their training is vital, and the reason ASSET stands apart from similar programs. A student's ability to immediately reinforce classroom knowledge with real-world hands-on training allows the students to develop a firm grasp on difficult concepts and procedures. This training also gives a student the ability to become a Ford Master Certified Technician through the certification process conducted throughout the duration of the program. We work closely with Renton Technical College and its instructors to ensure students are emerging as Certified Ford Technicians while adhering to federal, state, and local laws.

Upon review of the Ford ASSET curriculum and as demonstrated by the quality of students participating and the many technicians that we have sponsored and graduated from the program over the last 30 years; it is clear that graduates of the program are more than prepared for entry to mid-level and beyond in-demand positions in the industry. We have sponsored 5 students who have graduated from the program throughout the years that are still employed at our dealership as Ford Senior Master Technicians and often mentor the new students, perpetuating a legacy of program excellence that is far superior to other training options.

We are prepared to offer positions to future students, who meet our employment qualifications, interviews and potential employment throughout the Ford ASSET program based on our needs. We anticipate hiring and sponsoring at least 1 student per year.

Please feel free to contact me for more information about this endorsement and our partnership with Renton Technical College.

Sincerely,

Doug Schripsema  
Service Manager  
Jim Fugate Ford  
360-825-7731  
doug@fugateford.com

**Dealer Support Letter 6 (for items P6, I-R5, and I-R9)**



Subject: Renton Technical College Ford ASSET Program Career Launch Endorsement

June 10, 2020

Washington State Board for Community and Technical Colleges,

Tony Perkins would like to offer this letter of endorsement to the Renton Technical College Ford ASSET program for Career Launch endorsement. We have a long-standing relationship with Renton Technical College and the Ford ASSET program. We have seen many graduates of this program become successful employees of our company. We are interested in continuing to partner with the college to create additional pathways to employment through educational programs and work-based learning opportunities.

Sam Rumble / Stephen Hoyt participate in the work-based learning component of the Ford ASSET program by providing paid on-the-job experience and sponsorship to the students, with guided mentorship, throughout the 2-years students are in the program. Students are hired on at the dealership before the program and then go through a rigorous "8-weeks classroom, 8-weeks dealership" alternation until the end of the program. During their time at the dealership (referred to as co-op based on the cooperative agreement signed by us, the student and instructors), students are supervised and mentored in the area most recently covered in the classroom. This portion of their training is vital, and the reason ASSET stands apart from similar programs. A student's ability to immediately reinforce classroom knowledge with real-world hands-on training allows the students to develop a firm grasp on difficult concepts and procedures. This training also gives a student the ability to become a Ford Master Certified Technician through the certification process conducted throughout the duration of the program. We work closely with Renton Technical College and its instructors to ensure students are emerging as Certified Ford Technicians while adhering to federal, state, and local laws.

Upon review of the Ford ASSET curriculum and as demonstrated by the quality of students participating and who have graduated from the program over the last 30 years; it is clear that graduates of the program are more than prepared for entry to mid-level and beyond in-demand positions in the industry. Many students who have graduated from the program throughout the years are still employed at our dealerships as Ford Senior Master Technicians and often mentor the new students, perpetuating a legacy of program excellence that is far superior to other training options.

We are prepared to offer positions to future students, who meet our employment qualifications, interviews and potential employment throughout the Ford ASSET program based on our needs. We anticipate hiring and sponsoring at least 2 – 4 student(s) per year.

Please feel free to contact me for more information about this endorsement and our partnership with Renton Technical College.

Sincerely,

***Tony Perkins***

*Fixed Operations Director*

*Evergreen Ford / Lincoln / Chevrolet / Collision*