

# Career Launch Endorsement Review (CLER) Application



INSTITUTION: Spokane Community College

PROPOSED PROGRAM: AAS Automotive: Toyota T-TEN

Please note: Registered Apprenticeship programs become automatically endorsed for Career Launch. You need not submit an application. You will be contacted with information this fall.

CONTACT INFORMATION

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\_\_\_\_\_  
Jenni Martin, SCC Vice President of Instruction

10/1/19  
\_\_\_\_\_  
Date

Application contact: Scott A. Copeland  
Associate Director, College Relations and Policy Guidance  
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*Applications are reviewed monthly and are due the first business day of the month.*

Electronic submissions only to [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).

**The Toyota Technician Training and Education Network (T-Ten) is a partnership between Toyota corporate, regional community colleges and Toyota/Lexus dealerships that provide specialized training for career opportunities in many areas of the automotive industry. T-TEN is an industry leading program with a special focus on Toyota dealerships, which places thousands of factory certified technicians in challenging, rewarding and well-paid positions throughout the country. Students learn to service and repair automobiles such as the Toyota, Scion and Lexus models as part of a state-of-the-art hands-on automotive diagnosis and repair program in both an educational classroom and dealership setting. The two-year program requires 1,370 hours of class/lab time and approx. 1,000 hours of paid work-based learning at a participating dealership. The Associate of Applied Science program includes 106 required academic credits. With the Toyota T-Ten training, graduates will be prepared to take the ASE-certification exam and Toyota certification that leads to gainful employment in dealerships, independent garages, fleet shops, service stations and/or specialty shops throughout Washington and North Idaho.**

**In addition, the program is certified as part of the National Automotive Technician Education Foundation, Inc. (NATEF) which is an independent, non-profit organization that has as its single purpose, the assessment of the technician training programs against standards developed by the automotive industry and recommendation of qualifying programs for accreditation by the National Institute for Automotive Service Excellence.**

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

**The students begin the Toyota Technician Training and Education Network (T-Ten) program during Fall quarter in the classroom. After successful completion of the Fall quarter, the students complete an 11-week work-based learning at their participating dealer during Winter quarter. They will then return to the college for Spring quarter. This alternating pedagogy from the college to dealer will continue throughout the two-year program. The Toyota Technician Training and Education Network (T-Ten) program requires 25 hours per week in the classroom for instructional components; and 40-hours per week at the dealer during work-based learning components.**

- P3. Demonstration of labor market demand for specified skills/career in local region  
**The Washington Department of Employment Security (August 2019) Classifies Automotive**

Service Technicians and Mechanics (SOC 493023) as **“Balanced”** within the Spokane County Workforce Development Area. This occupational group includes **Automotive Master Mechanics** who repair automobiles, trucks, buses, and other vehicles. Master mechanics repair virtually any part on the vehicle. This occupational sector also includes **Automotive Specialty Technicians** who specialize in the repair of specific vehicle components such as brakes, suspension or radiator.

Automotive Service Technicians and Mechanics are employed by **multiple industries in the Spokane area** including automotive repair and maintenance shops, automotive dealers, building equipment contractors, specialized computer systems stores and others. The number of automotive service technicians and mechanics needed by Spokane area businesses is projected to reach 1,612 by 2027. While the total number of Automotive Service Technicians and Mechanics needed in the Spokane area is expected to grow at a modest rate, the local demand reflected by total job openings indicates a high demand for the education and training of Automotive Service Technicians and Mechanics. Total job openings reflect the need for local businesses to fill jobs left behind by retirees and skilled workers who shift between jobs, as well as the need to upskill existing jobs to reflect the continuing changing technology. On average, the Washington Department of Employment Security projects total job openings for Automotive Service Technicians and Mechanics to average about 600 total opening per year through 2027 (**WA Employment Security long term occupational forecast, 2019**).

According to an independent survey completed by Toyota Motor Sales U.S.A, Inc. T-TEN technicians typically start at about \$30,000+ per year. In some markets, Toyota or Lexus technicians who attain Master status can earn up to \$85,000 per year or higher. \*

*\*Independent survey conducted for Toyota Motor Sales U.S.A., Inc. — 2013*  
<https://www.toyota.com/usa/tten/whytten.html>

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

**Past Toyota T-Ten completion rates are as follows: 12 Toyota T-TEN students graduated Spring 2018; 11 Toyota T-TEN students graduated Spring 2019.**

During the current academic year (2019-2020), the program began fall quarter with 13 first-year students and 10 second-year students for a total of 23 FTE total for Year 1 and 2 cohorts combined. The second-year class began last academic year 2018-2019 with 15 students, which is reflective of current attrition rates estimated at approximately 20-25%. With expanded recruiting efforts and attrition factored into the project, we are estimating our five-year goal would be to recruit 19 first-year students each fall quarter (expanded recruitment goal of 6 students per cohort). Including an estimated 25% attrition rate over the course of the two-year degree program, each cohort of second-year students is estimated at approximately 14 students, with an annual total goal of 33 FTE (combined Year 1 and Year 2 cohorts after first expanded pilot cohort begins) per year during the

**five-year program. Starting dealer participation is projected at 46% with projected goal of at least 80% Toyota dealer participation out of a current count of 28 dealers in our region during the 5-year projection.**

<b>Cohort Status</b>	<b>Expected/Current Fall FTE</b>	<b>Expanded FTE</b>	<b>Total Students per Cohort</b>
<b>Fall 2020</b> Cohort YR2 (25% attrition) Cohort YR1	10 students (YR2) 13 students	0 6 students	10 students (YR2) 19 students
<b>Fall 2021</b> Cohort YR2 (25% attrition) Cohort YR1	14 students (YR2) 13 students	0 6 students	14 students (YR2) 19 students
<b>Fall 2022</b> Cohort YR2 (25% attrition) Cohort YR1	14 students (YR2) 13 students	0 6 students	14 students (YR2) 19 students
<b>Fall 2023</b> Cohort YR2 (25% attrition) Cohort YR1	14 students (YR2) 13 students	0 6 students	14 students (YR2) 19 students
<b>Fall 2024</b> Cohort YR2 (25% attrition) Cohort YR1	14 students (YR2) 13 students	0 6 students	14 students (YR2) 19 students

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

**In 2008, the Toyota T-Ten instructor community was formed to create curriculum and administration paperwork to engage Toyota dealers and colleges to better serve students in the work-based learning/classroom based-learning program. Program development was assisted by corporate help from Toyota Motor Sales USA. The industry supported, funded and monitored the progress and the validation of all work completed and implemented as part of the Toyota T-Ten program. The biggest investment for Toyota was updating the fleet of automobiles, engines and transmissions to match the new dealer approved curriculum after the program approval from the college's advisory board. SCC's Toyota T-Ten advisory board continues to support and monitor program outcomes, collaborate with the college faculty and regional dealerships to ensure that the program is operating with the specific skills and abilities needed to support successful outcomes for students.**

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 of endorsement from the following partners:**

**Auto Nation Toyota Spokane Valley**

**Toyota Motor North America**

**Toyota Tri-Cities**

**Spokane STEM Regional Network**

**Larry H. Miller Lexus of Spokane**

- 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.

**The Toyota T-Ten program utilizes college and partner resources currently to recruit students from underserved backgrounds by utilizing the resources of Spokane Community College’s outreach and recruiting offices, the Workforce Transitions Office, the Basic Education for Adults (BEa) program adult education pipeline and high school graduates through the connection to K-12 partners, such as NEWTech Skills Center. NEWTech is a regional career and technical education partnership from eleven (11) consortium-member school districts: Central Valley, Cheney, Deer Park, East Valley, Freeman, Mead, Medical Lake, Nine Mile, Riverside, Spokane, and West Valley School District.**

**The college’s outreach and recruiting office, as well as the Workforce Transition Office, identifies students with an interest in automotive programs to assist them in understanding the required skills and abilities, employment potential, as well as connecting them to workforce funding opportunities to support their goal of automotive certification in the Toyota T-TEN program. The colleges Career Technical Advisory Committee continues to support and monitor program outcomes, collaborate with the college faculty and regional dealerships to ensure that the program is operating with the specific skills and abilities needed to support successful outcomes for students.**

**The college’s BEa program provides adult basic education for high school credential completion, English as a Second Language skills, preparation for college such as College Prep and short-term job skills training such as Career Transitions and the Skilled Trades Program, as well as accommodations for adults with special needs. The college has recently developed an Equity Index to assist in identifying student success outcomes for historically underrepresented minority students, non-traditional age students, first generation, part-time versus full-time students, rural education and those students transitioning from basic skills programs. This index, and the Career Connect Regional Network, will be utilized to create an implementation plan to recruit and support students from underserved backgrounds into the Toyota T-TEN program.**

### Industry-Related Checklist

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

<b>Auto-Nation Toyota</b>	<b>Spokane Valley, WA</b>
<b>LHM Lexus</b>	<b>Spokane, WA</b>
<b>LHM Toyota</b>	<b>Spokane, WA</b>
<b>Parker Toyota</b>	<b>Coeur d'Alene, ID</b>
<b>McCurley Toyota</b>	<b>Walla Walla, WA</b>
<b>Teton Toyota</b>	<b>Idaho Falls, ID</b>
<b>Edmark &amp; Tom Scott Toyota</b>	<b>Nampa, ID</b>
<b>Toyota of Tri-Cities</b>	<b>Kennewick, WA</b>
<b>Bud Clary Toyota</b>	<b>Yakima, WA</b>
<b>Toyota of Pullman</b>	<b>Pullman, WA</b>
<b>Carter Toyota</b>	<b>Colville, WA</b>
<b>Town Toyota</b>	<b>Wenatchee, WA</b>
<b>Bud Clary</b>	<b>Moses Lake, WA</b>
<b>Peterson Toyota</b>	<b>Boise, ID</b>
<b>Stone's Toyota</b>	<b>Rexburg, ID</b>
<b>Phil Meador Toyota</b>	<b>Pocatello, ID</b>
<b>Home Town Toyota</b>	<b>Ontario, OR</b>
<b>Lithia Toyota of Missoula</b>	<b>Missoula, MT</b>
<b>Kalispell Toyota</b>	<b>Kalispell, MT</b>
<b>Butte Toyota</b>	<b>Butte, MT</b>
<b>Helena Toyota</b>	<b>Helena, MT</b>
<b>City Toyota Great falls MT</b>	<b>Great falls, MT</b>
<b>Rogers Toyota</b>	<b>Lewiston, ID</b>
<b>Rogers Toyota</b>	<b>Hermiston, OR</b>

I-R2. Hourly wage for Career Launch participants.

**Work-based learning students receive an hourly wage of \$13.50 to \$15 per hour, depending upon individual dealer or dealer group pay scales. Some dealers will increase pay rates according to ASE certification tests that the student passes while attending school and beyond.**

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

**Toyota Express Maintenance Technician:**

**Job Responsibilities**

- **Perform vehicle inspections, basic maintenance, oil changes, tire rotations, and minor repairs, following Toyota Express Maintenance 2 technician process**
- **Tire replacement, and tire repair**
- **Communicate with service advisors when additional repairs are needed**
- **Work alongside skilled technicians to learn how to perform quality vehicle service maintenance and repairs**

**Certified Toyota Technician:**

**Job Responsibilities:**

- **Perform work specified on the repair order with accuracy, efficiency, and in accordance with dealership and manufacturer's standards**
- **Test components and systems using diagnostic tools and special service equipment**
- **Diagnose, maintain, and repair vehicle automotive systems including engine, transmission, electrical, steering, suspension, brakes, and air conditioning**
- **Communicate directly with the Service Advisors so they can discuss additional service work that is needed with the customer.**
- **Execute repairs under warranty to manufacturer specifications**

I-R4. 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.

**Students are required to take all 8 ASE tests over the course of the two-year Toyota T-Ten program. Students must pass at least two of any of the 8 tests to complete the T-Ten program. Alignment to positions with specific job descriptions listed above are included in a curriculum crosswalk metric. Students with fewer ASE certifications will generally start in an Express Maintenance Technician position upon graduation (see answer to question above for specific job description), whereas a student with all 8 certs will start as a certified Toyota Technician at a higher rate of pay (see answer to question above for specific job description). Specific skills and competencies in all 8 ASE testing areas for Toyota T-Ten program completion include the following:**

**Engine Repair:**

- A. General Engine Diagnosis
- B. Cylinder Head and Valve Train Diagnosis and Repair
- C. Engine Block Diagnosis and Repair
- D. Lubrication and Cooling Systems Diagnosis and Repair
- E. Fuel, Electrical, Ignition, and Exhaust Systems Inspection and Service

**Automatic Transmission/Transaxle:**

- A. General Transmission/Transaxle Diagnosis
- B. In-Vehicle Transmission/Transaxle Maintenance and Repair
- C. Off-Vehicle Transmission/Transaxle Repair

**Manual DriveTrain and Axles:**

- A. Clutch Diagnosis and Repair
- B. Transmission Diagnosis and Repair
- C. Transaxle Diagnosis and Repair
- D. Drive Shaft/Half-Shaft and Universal Joint/Constant Velocity (CV) Joint Diagnosis and Repair (Front and Rear Wheel Drive)
- E. Drive Axle Diagnosis and Repair
- F. Four-Wheel Drive/All-Wheel Drive Component Diagnosis and Repair

**Suspension and Steering:**

- A. Steering Systems Diagnosis and Repair
- B. Suspension Systems Diagnosis and Repair
- C. Wheel Alignment Diagnosis, Adjustment, and Repair
- D. Wheel and Tire Diagnosis and Service

**Brakes:**

- A. Hydraulic, Power Assist, and Parking Brake Systems Diagnosis and Repair
- B. Drum Brake Diagnosis and Repair
- C. Disc Brake Diagnosis and Repair
- D. Electronic Brake Control Systems: Antilock Brake System (ABS), Traction Control System (TCS), and Electronic Stability Control System (ESC) Diagnosis and Repair

**Electrical/Electronic Systems:**

- A. General Electrical/Electronic System Diagnosis
- B. Battery and Starting System Diagnosis and Repair
- C. Charging System Diagnosis and Repair
- D. Lighting Systems Diagnosis and Repair
- E. Instrument Cluster and Driver Information Systems Diagnosis and Repair
- F. Body Electrical Systems Diagnosis and Repair

**Heating and Air Conditioning:**

- A. Heating, Ventilation, A/C (HVAC) and Engine Cooling System Service,

## Diagnosis, and Repair

### B. Refrigeration System Component Diagnosis and Repair

### C. Operating Systems and Related Controls Diagnosis and Repair

### Engine Performance:

#### A. General Diagnosis

#### B. Ignition System Diagnosis and Repair

#### C. Fuel, Air Induction and Exhaust Systems Diagnosis and Repair

#### D. Emission Control Systems Diagnosis and Repair

#### E. Computerized Engine Controls Diagnosis and Repair

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

**Please see attached letters of support for attestation. In addition, the dealer participation agreement includes partner agreement to adhere to all health and safety codes and inclusion of the T-PORT Evaluation and Work Journal.**

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

**Here is an outline of what the participating dealer will agree to do for each intern as part of the Toyota T-Port Evaluation Manual:**

- 1. Provide job orientation concerning dealership and service department procedures during scheduled work hours.**
- 2. Provide training, guidance and supervision of the intern/extern.**
- 3. Assign sufficient quality work (based on technical evaluation areas) to occupy the intern during scheduled hours.**
- 4. Accurately complete time sheets and list accomplishments of the intern/extern on a regular basis.**
- 5. Adhere to all health and safety codes.**
- 6. Evaluate the intern's/extern's progress at appropriate points during his or her work-based learning/externship using the In-Dealership Evaluation and Completion Evaluation.**
- 7. Comply with the requirements of and assist the intern/extern in successfully completing the required tasks in the T-Ten Professional Technician Portfolio.**

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

**Most Automotive Service Technician and Mechanic occupations require training in vocational schools, related on-the job experience or an associate degree. Employees in these occupations usually need one or two years of training involving both on-the job experience and informal training with experienced workers ([ONET Online, 2019](#)). This occupational group includes [Automotive Master Mechanics](#) who repair automobiles,**

trucks, buses, and other vehicles. Master mechanics repair virtually any part on the vehicle. This occupational sector also includes [Automotive Specialty Technicians](#) who specialize in the repair of specific vehicle components such brakes, suspension or radiator. The career pathway for a Toyota T-Ten ASE certified worker begins at approximately \$30,000 annually depending upon the dealership in our region and can potentially progress to a much higher wage as a certified master mechanic making more than \$70,000-\$85,000 in our region by following the designated career pathway. \*

According to the Toyota T-TEN Career Pathway progression, employees start as a service technician, then can move to a mid-level technician, then master technician, shop foreman/team leader, service advisor, service manager and director of fixed operation. According to an independent survey completed by Toyota Motor Sales U.S.A, Inc. T-TEN technicians typically start at about \$30,000+ per year. In some markets, Toyota or Lexus technicians who attain Master status can earn up to \$85,000 per year or higher.\*\* See link to Toyota T-Ten career progress at:

<https://www.toyota.com/usa/tten/careers.html#/CareerPath>

\*Career Coach powered by EMSI, entry-level to highly experienced workers for the Spokane/Spokane Valley Region

\*\*Independent survey conducted for Toyota Motor Sales U.S.A., Inc. — 2013

<https://www.toyota.com/usa/tten/whytten.html>

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

**Below is an example of the spreadsheet that is built for each course to show alignment of ASE tasks with course lab sheets.**

### 2013 NATEF Automobile Accreditation

I. ENGINE REPAIR	Task Priority	Lab Activity
<b>A. General: Engine Diagnosis; Removal and Reinstallation (R &amp; R)</b>		
1. Complete work order to include customer information, vehicle identifying information, customer concern, related service history, cause, and correction.	P-1	GWS 126-14
2. Research applicable vehicle and service information, such as internal engine operation, vehicle service history, service precautions, and technical service bulletins.	P-1	GWS 126-02
3. Verify operation of the instrument panel engine warning indicators.	P-1	GWS 126-10
4. Inspect engine assembly for fuel, oil, coolant, and other leaks; determine necessary action.	P-1	151 TW10

5. Install engine covers using gaskets, seals, and sealers as required.	P-1	GWS 126-11
6. Remove and replace timing belt; verify correct camshaft timing.	P-1	GWS 126-04
7. Perform common fastener and thread repair, to include: remove broken bolt, restore internal and external threads, and repair internal threads with thread insert.	P-1	Intro to Auto Tech**
8. Inspect, remove and replace engine mounts.	P-2	GWS 126-18
9. Identify hybrid vehicle internal combustion engine service precautions.	P-3	Hybrid Vehicle Fundamentals
10. Remove and reinstall engine in an OBDII or newer vehicle; reconnect all attaching components and restore the vehicle to running condition.	P-3	GWS 126-17
<b>I. ENGINE REPAIR</b>		
<b>B. Cylinder Head and Valve Train Diagnosis and Repair</b>		
1. Remove cylinder head; inspect gasket condition; install cylinder head and gasket; tighten according to manufacturer's specifications and procedures.	P-1	GWS 126-05
2. Clean and visually inspect a cylinder head for cracks; check gasket surface areas for warpage and surface finish; check passage condition.	P-1	GWS 126-06

***\*\*Passing ASE certification tests will meet this requirement. ASE certification is the industry standard.***

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.

**Please see attached letters from employer partners:**

**AutoNation Toyota - Spokane Valley, WA**

**Toyota Tri-Cities – Kennewick, WA**

**Larry H. Miller Lexus – Spokane, WA**

**Toyota Motor North America**

### **Academic-Related Checklist**

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

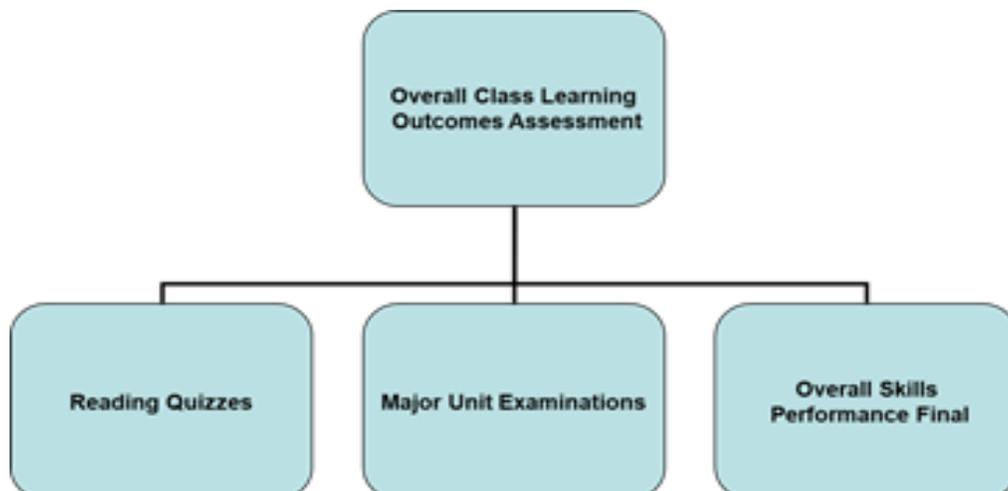
A-R2. Curriculum scope and sequence aligned to skills and competencies provided in employment checklist.

**Career technical education (CTE) learning outcomes are based on skills a learner brings to the job site. Developing these skills is a complex process that begins with skill identification and ends with student assessment. Mager's CRI development concepts are used as an intellectual foundation for developing class objectives from skills that are derived from an occupation skill need analysis. The process done right can produce significant career advancement due to exhibited competence on the job. In fact, occupational advancement is a key measure of the T-TEN programs' success.**

**The following step-by-step procedural guide written for T-TEN instructors provides an example of the process used for instructional planning required in post-secondary T-TEN courses and programs. This process blends the demands from industry and the requirements of institutional accreditation outcomes.**

#### The Instructional Unit Strategy Basics

**The development of final skill performances tied to student learning outcomes (SLO's) in the early stages is a foundational process step that drives every other stage of development. The process that follows is based on a conceptual model using SLO's, which form the instructional delivery units (Instructional Units) in an overall course lesson plan. Each instructional unit is defined by its associated SLO and sets the scope of content coverage for instructional delivery and assessment. This approach forces the designer to continually focus on grouping all content planning developmental choices based on a defined SLO, or what the student will be able to do when completed. Put another way, the instructional unit course structure based on SLO's controls content choices for each instructional unit. Assessments are an important part of the instructional unit strategy. They are closely integrated into the process from the beginning with the identification of final skill performances in concert with the development of SLO's. The overall assessment strategy is based on assessing competencies in each instructional unit (written) and assessing hands-on-skills on a course basis (skills comprehensive).**



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

**All T-Ten students are eligible for any Spokane Community College student support services that are available which includes a tutoring center, career guidance center which helps with cover letters and resume building and Opportunity and other workforce grants to financially support students with tuition and tools. Each student is assigned a mentor at the dealership in which their work-based learning takes place. Students needs and academic assessment takes place with dealer mentor, faculty and student in a transparent fashion during the work-based learning component to assist with any challenges that may arise during the program.**

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

**106 Credit program, Certified Expert level Toyota dealership technician. Typical Student Schedule for Fall 2019 includes the following:**

**First Quarter – 19 credits**

**Auto 101 – Electrical Circuitry Theory = 5 credits  
 Auto 102 – Electrical Circuitry Applications = 3 credits  
 Auto 103 – Electrical Wiring Diagrams = 5 credits  
 Auto 104 – Advanced Diagnosis of Electronics = 4 credits  
 Auto 110 – Introduction of Toyota = 1 credit  
 Weld 155 – Auto Welding = 1 credit**

**Second Quarter – 21 credits**

**APLED – Applied Written Communication = 4 credits  
 Auto 133 – Toyota Applications of Steering and Suspension Systems = 4 credits  
 Auto 136 - Toyota Theory of Brakes = 5 credits  
 Auto 137 – Toyota Brake Applications = 4 credits  
 Auto 142 – Principles of Steering and Suspension Systems = 4 credits**

**Third Quarter – 16 credits**

**Auto 134 – Heating and Air Conditioning Lecture =5 credits  
 Auto 135 – Heating and Air Conditioning Application = 4 credits  
 Auto 219 – Toyota Hybrid Service and Repair = 3 credits  
 Auto 226 – Hybrid Safety Service and Repair = 4 credits**

**Fourth Quarter – 21 credits**

**APLED 112 – Applied Mathematics = 4 credits  
 Auto 108 – Engine Theory = 6 credits  
 Auto 109 – Engine Repair Applications = 2 credits  
 Auto 125 – Toyota Engine Repair = 4 credits  
 Auto 126 – Toyota Engine Repair Lab = 5 credits**

**Fifth Quarter – 19 credits****APLED125 – Employment Preparation = 3 credits****Auto 123 – Toyota Engine Performance I = 4 credits****Auto 124 – Toyota Engine Performance I Lab = 4 credits****Auto 220 – Toyota Engine Performance II = 3 credits****Auto 223 – Toyota Engine Performance II Lab = 5 credits****Sixth Quarter – 18 credits****Optional Summer Course – High Performance Engines = 0-18 credits**

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

**See earlier mentioned NATEF/ASE task crosswalk. This is used during course development to ensure all student lab sheets address the ASE required tasks. Learning outcomes for the program include the following:**

- 1) Understanding basic shop operation and safety principles**
- 2) Diagnose mechanical malfunctions and performance problems and make necessary repairs.**
- 3) Operate precision automotive diagnostic repair**
- 4) Interpret repair manuals and computer-based programs dealing with specifications and repair procedures**
- 5) Understand the importance of good public relations with customers, employers and fellow employees.**
- 6) Work with minimum supervision for or with a journeyman technician.**
- 7) Skillfully use tools and equipment.**

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.

**Spokane Community College has had a long and significant relationship with NEWTech Skills Center and other regional high school automotive programs to provide student degree pathway pipelines into the automotive technology and Toyota T-Ten programs. Toyota dealerships in the regional service areas are tasked to outreach to the K-12 community for student pipeline enrollment in the Toyota T-Ten programs. SCC program faculty work collaboratively with K-12 instructors to provide information about the Toyota T-Ten program for upcoming high school graduates. In addition, the connection to the Career Connect Regional Networks across the state are expected to provide substantive partnership opportunities in assisting the program to connect to the K-12 communities. In particular, the Career Connect Regional Network convener, Spokane STEM, will assist the program in achieving the Career Launch outcomes by encouraging participation of young people in the Toyota T-Ten Program, as well as to assist in the equitable inclusion of underrepresented youth.**

End of Application.

# AutoNation Toyota

September 17, 2019

**Parnell Granger**  
Service Manager

AutoNation Toyota  
Spokane Valley  
8600 E. Sprague Avenue  
Spokane Valley, WA 99212  
509-927-1280 Main Ext. 8351  
800-201-9694 Toll Free  
509-688-8378 Fax  
GrangerP@AutoNation.com  
[www.AutoNationToyotaSpokaneValley.com](http://www.AutoNationToyotaSpokaneValley.com)



WA State Board for Community & Technical Colleges  
ATTN: Carlie Schiffner, Deputy Executive Director, Education  
P.O. Box 42495  
Olympia, WA 98504-2495

Dear Ms. Schiffner,

**AutoNation** welcomes the opportunity to partner with Spokane Community College in the development of a Career Launch Program initiative expanding the pool of qualified automotive technicians available to meet the workforce needs of our industry in Spokane and the surrounding region. We highly endorse the proposed Career Launch Program as an important element of support for our company's workforce needs because our company is always looking for qualified techs that are from the area because it is more likely they stay after graduation.

**AutoNation** employs an average of **400 employees** in Spokane and the surrounding region. Finding enough workers with the skills we require is a major barrier to our company's ability to prosper and expand. Examples of specific skills we seek include techs for the body shop, techs for seven different lines of automobiles, advisors, clerical, accounting and managers for all depts.

As an industry partner in the Career Launch program, **AutoNation** will be instrumental in ensuring that demonstrated competencies of the program align with relevant professional standards for specified entry-level positions, as well as assist with any requirements for this occupation needed to comply with required federal, state and local regulations. **AutoNation** will outline a student supervision and mentorship model for the work-based learning experience. In addition, we will be ready to interview and potentially hire **16** number of Career Launch completers over the next three years for entry-level positions.

Thank you for the opportunity to provide this letter of endorsement and attestation to our role in the Career Launch program at SCC.

Sincerely

A handwritten signature in cursive script that reads "Parnell Granger".

**AutoNation Spokane Toyota**

**Parnell Granger service manager**



801 W. Riverside, Suite 100, Spokane, WA 99201  
Phone: 509.624.1393 or 1.800.SPOKANE  
Fax: 509.747.0077  
[www.greaterspokane.org](http://www.greaterspokane.org)

September 30, 2019

WA State Board for Community & Technical Colleges  
ATTN: Carlie Schiffner, Deputy Executive Director, Education  
P.O. Box 42495  
Olympia, WA 98504-2495

Dear Ms. Schiffner,

Spokane STEM welcomes the opportunity to partner with Spokane Community College in the advancement of a Career Launch Program initiative expanding the pool of qualified automotive technicians available to meet the workforce needs of our industry in Spokane and the surrounding region. We highly endorse the proposed Toyota T-Ten Career Launch Program as an important element of support for the region’s workforce needs. This program has a long and successful history of providing both quality academic instruction and paid work-based learning opportunities in partnership with Toyota Motors USA and regional Toyota dealerships.

As NEWESD 101’s Career Connect Washington Regional Network convener, Spokane STEM has a primary role in developing or enhancing Career Connect Regional Networks across the state. Our role in supporting this Career Launch program is to support the SCC Toyota T-Ten program to achieve their Career Launch outcomes by encouraging participation of young people in the Toyota T-Ten Program and to assist with ensuring equitable inclusion of youth of color, low income youth, youth from rural communities and youth with disabilities.

Thank you for the opportunity to provide this letter of endorsement and attestation to our role in the Career Launch program at SCC.

Sincerely,

Meg Lindsay  
Director of Talent/STEM Development  
Greater Spokane Inc./Spokane STEM

Cassidy Peterson  
Career Connected Learning Manager  
Greater Spokane Inc./Spokane STEM

*Spokane STEM is fueled by Greater Spokane Inc.  
in partnership with the Northeast Washington Education Service District 101*



Spokane STEM Founding Partners:



September 26, 2019

WA State Board for Community & Technical Colleges  
ATTN: Carlie Schiffner, Deputy Executive Director, Education  
P.O. Box 42495  
Olympia, WA 98504-2495

Dear Ms. Schiffner,

Toyota Motor North America welcomes the opportunity to partner with Spokane Community College in the development of a Career Launch Program initiative expanding the pool of qualified automotive technicians available to meet the workforce needs of our industry in Spokane and the surrounding region. We highly endorse the proposed Career Launch Program as an important element of support for our company's workforce needs. The importance of this program is threefold in nature. First of all, we have an aging technician workforce creating as we call it "a silver tsunami" of individuals retiring from the industry. Secondly, we are experiencing a decline in the number of people entering the industry due to a lack of exposure to the opportunity and / or the training needed to succeed. The third reason is due to the growth of our service departments and the number of units in operation requiring service has increased significantly.

Toyota and Lexus dealerships employ approximately 500 technicians in Spokane and the surrounding region. Finding enough workers with the skills we require is a major barrier to our company's ability to prosper and expand. Examples of specific skills we seek include advanced electrical and engine performance diagnostics.

As an industry partner in the Career Launch program, Toyota Motor North America will be instrumental in ensuring that demonstrated competencies of the program align with relevant professional standards for specified entry-level positions, as well as assist with any requirements for this occupation needed to comply with required federal, state and local regulations. The Toyota T-TEN department will outline a student supervision and mentorship model for the work-based learning experience. In addition, we will be ready to interview and potentially hire 60 Career Launch completers over the next three years for entry-level positions.

Thank you for the opportunity to provide this letter of endorsement and attestation to our role in the Career Launch program at SCC.

Sincerely

Joseph A. Myers



Toyota Motor North America  
Technician Development Manager

September 5, 2019

WA State Board for Community & Technical Colleges  
ATTN: Carlie Schiffner, Deputy Executive Director, Education  
P.O. Box 42495  
Olympia, WA 98504-2495

Dear Ms. Schiffner,

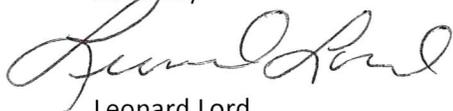
*Toyota of Tri-Cities* welcomes the opportunity to partner with Spokane Community College in the development of a Career Launch Program initiative expanding the pool of qualified automotive technicians available to meet the workforce needs of our industry in Spokane and the surrounding region. We highly endorse the proposed Career Launch Program as an important element of support for our company's workforce needs because it has been very difficult to find qualified applicants to fill our busy shop and the pool of people seems to be shrinking rather than growing. The automotive repair field is a challenging one to say the least and we are in desperate need of young people willing to give it a try. No longer is this a field of back yard and shade tree mechanics, these people, when fully trained, are highly skilled and sought after people with a much higher than average earnings potential.

*Toyota of Tri-Cities and dealerships like us* employ an average of 105 people each in Spokane and the surrounding region. Finding enough workers with the skills we require is a major barrier to our company's ability to prosper and expand. Examples of specific skills we seek include, diagnostic, critical thinking, hands on mechanical aptitude, ability to decipher complex wiring diagrams, computer skills and the ability to teach others how many of the system work on the modern automobile. Our partnership with Spokane Community College will help us to train candidates in these areas and more.

As an industry partner in the Career Launch program, *Toyota of Tri-Cities* will be instrumental in ensuring that demonstrated competencies of the program align with relevant professional standards for specified entry-level positions, as well as assist with any requirements for this occupation needed to comply with required federal, state and local regulations. *Toyota of Tri-Cities* will outline a student supervision and mentorship model for the work-based learning experience. In addition, we will be ready to interview and potentially hire 10-15 or more of the Career Launch completers over the next three years for entry-level positions.

Thank you for the opportunity to provide this letter of endorsement and attestation to our role in the Career Launch program at SCC.

Sincerely



Leonard Lord  
Service Manager  
Toyota of Tri-Cities

Company Letterhead if Available

September 18, 2019

WA State Board for Community & Technical Colleges  
ATTN: Carlie Schiffner, Deputy Executive Director, Education  
P.O. Box 42495  
Olympia, WA 98504-2495

Dear Ms. Schiffner,

*Larry H Miller Lexus Spokane* welcomes the opportunity to partner with Spokane Community College in the development of a Career Launch Program initiative expanding the pool of qualified automotive technicians available to meet the workforce needs of our industry in Spokane and the surrounding region. We highly endorse the proposed Career Launch Program as an important element of support for our company's workforce needs because finding qualified workers familiar with our brand specific technology, possessing basic knowledge in all ASE areas and dealer approved training which transfers to the dealership at hire. Thus reducing training time required, quicker dealer certification status, quicker learning curve from start of hire, and increased productivity.

Larry H Miller Lexus Spokane employs an average of 8 technicians in Spokane and the surrounding region. Finding enough workers with the skills we require is a major barrier to our company's ability to prosper and expand. Examples of specific skills we seek include; familiarity with basic shop equipment (tire machine, lifts, alignment rack, etc.), knowledge of dealer specific scan tool and database software (techstream and TIS), ASE certification, and company approved content and transfers to dealer reducing training time and cost.

As an industry partner in the Career Launch program, Larry H Miller Lexus Spokane will be instrumental in ensuring that demonstrated competencies of the program align with relevant professional standards for specified entry-level positions, as well as assist with any requirements for this occupation needed to comply with required federal, state and local regulations. *Larry H Miller Lexus Spokane* will outline a student supervision and mentorship model for the work-based learning experience. In addition, we will be ready to interview and potentially hire 3-4 Career Launch completers over the next three years for entry-level positions.

Thank you for the opportunity to provide this letter of endorsement and attestation to our role in the Career Launch program at SCC.

Sincerely

A handwritten signature in black ink, appearing to read "Noe Longoria". The signature is written in a cursive style with a large, looping flourish at the end.

Noe Longoria/Service Manager Larry H Miller Lexus Spokane