

COURSE SYLLABUS

Course Title: AUMT 1001-345 Introduction and Theory of Automotive Technology (2:2:0)

Semester/Year: Fall 2023

Instructor: Mr. Andrew Homan

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Office Hours: Check posted hours after classes begin or by appointment

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENTS LIFE

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[Syllabus Statements \(southplainscollege.edu\)](https://southplainscollege.edu)

I. GENERAL COURSE INFORMATION

A. Course Description: (2:2:0) This course is introduction to the automobile industry, including automotive history, safety practices, shop equipment and tools, vehicle subsystems, service publications, fasteners, professional responsibilities, and automobile maintenance.

- 1. Course Goals/Objectives:** The student will explain the history of the automobile and career possibilities of the automobile industry; explain safe professional and responsible work practices; identify and explain proper use of shop tools and equipment; explain functions of vehicle subsystems and explain the use of service publications; identify the various automobile fasteners used in industry; and explain automotive maintenance.
- 1. Course Competencies:** A = 100-90 B = 89-80 C = 79-70 F = 69 or below. This course is a prerequisite to AUMT 2166, and AUMT 2366 Practicum courses. A "B" or higher is required in order to be eligible to enroll in any Practicum course.
- 1. Academic Integrity:** It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his own, any work which he has not honestly performed, is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension. For further information concerning Cheating and Plagiarism, read the section on Academic Integrity in the SPC General Catalog. **If you have a question as to whether you may work with other students on any assignment, ask your instructor. On some assignments, working with others is encouraged.**
- 1. SCANS and Foundation Skills:** Specific SCANS competencies and foundation skills applicable to this course are listed adjacent to each objective in the course objective table. They include: Foundation skills (F):1,2,3,5,6,7,8,9,10,11,12,13,15,16,17. Competencies (C): 1,3,5,6,7,15,16,17,18,19,20.
A complete list of SCANS competencies and foundation skills is attached at the end of this syllabus.

B. Verification of Workplace Competencies-Technical Education Division. The learning outcomes of this course will prepare the student to meet the competencies measured in a comprehensive elective course experience (Course #s AUMT 1366 , or AUMT 2366). In addition the student will also be prepared to take the ASE Student Certification Tests.

II. SPECIFIC COURSE/INSTRUCTOR REQUIREMENTS

A. Textbook and Other Required Materials

- Halderman James D. Automotive Technology, Principles, Diagnosis, and Service. 6th Edition, Pearson Publishers, Copyright 2020 (with on-line curriculum)
- Separate notebook for classroom note taking and exercises and pencil
(ALL EXERCISES DONE IN PENCIL ONLY)
- 1 Jump Drive (Thumb Drive)

1. B. **Attendance Policy:** Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive **without notice , there are no excused absences. Excessive absences means 2 (two) or more absences for any reason. Upon the 3rd absence, each student will lose 10 points off of their current GPA, the 4th absence an additional 10 points, and the 5th absence an additional 10 points. Excessive absences cause you to miss key points of a class and show you are not reliable/dependable for employment. Two (2) tardies will count as one absence. Leaving class without notifying your instructor is considered an absence, regardless of the time you left.**

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

C. **Assignment Policy:** All assignments are due at the beginning of class on the due date unless otherwise stated by the instructor. **No late assignments may be accepted.** Assignments will include resume writing (possibly outside of class). Practical exercises pertaining to service manuals, VIN's, labor/time guides, repair orders, and parts manuals (In class). **Part of these assignments can be on-line through the on-line curriculum, you should log on to the on-line curriculum at the beginning of the semester in order to complete them on time.**

The dates printed in this syllabus can change. Every effort will be made to inform students of any changes, but the students are ultimately responsible for all assignments. Please check the dates with your instructor throughout the course.

D. **Grading Policy/Procedure and/or Methods of Evaluation:** All exams, including the final exam, are mandatory for effective student evaluation. Exams will cover theory and practical skills pertaining to all aspects of material presented. Adequate study time should be set aside for exam reviews. **There may be no make-up exams. If a student's financial records are not clear at the time of the final exam, the student will not be allowed to take the final exam.** Your grade will be determined on the basis of the following factors:

Unit exams = 25%

Written assignments, classroom exercises, pop quizzes, attendance, Lab Sheets = 50%

Final Exam = 25%

E. Additional Information: A student's conduct is expected to follow the guidelines stated in the college catalogue and student handbook, any deviation will result in immediate disciplinary action. Please turn off all cell phones, pagers, etc. during class. A detailed list of lab/shop guidelines will be distributed to you at the beginning of this class, you are expected to follow all guidelines when in the shop. **No smoking, chewing, or dipping is permitted in the building or outside the back doors of the shop and food and drinks are not allowed in any classroom, lab, or shop.** All these activities will be limited to break time in designated areas only. Breaks will be limited to 20 minutes.

Do not park on the back lot unless preauthorized by your instructor, unauthorized vehicles can be towed at the owner's expense.

Dress Code: The Automotive Program requires you to dress appropriately. Flip flops or opened toed shoes are not allowed in the shop, proper foot attire should be worn to protect your feet, leather work boots are recommended. Jeans/ pants will be worn so that neither one falls to your thighs or knees, belts must hold them at your waist line. Safety glasses will be worn at all times in the shop. If a student fails to comply with the above dress code, he or she, will be sent home and given an absence for that day.

CHILDREN ON CAMPUS

Many of the students attending classes at South Plains College - Lubbock Camps are also parents who value the opportunity to participate in higher education. Sometimes students are faced with the decision of whether to remain at home with their children, bring children with them to class, or be absent from class. The following guidelines address concerns for the safety of children on campus and provide for an environment conducive to learning.

CHILDREN IN THE CLASSROOM

Students are not allowed to bring children to class and will be asked to leave in the interest of providing an environment conducive for **all** students enrolled in the class. Students are responsible for adherence to the attendance requirements set forth by the instructor in the course syllabus.

UNATTENDED CHILDREN ON CAMPUS

Children may not be left unattended. In order to provide for the safety of children on campus, parents or other guardians are responsible for supervising children while utilizing services or conducting business on campus.

DISRUPTIVE CHILDREN

Disruptive children will not be allowed to interfere with college business. Parents or other guardians are responsible for supervising and controlling the behavior of children they have brought on campus.

Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

ADA Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the

semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) & Lubbock Center 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

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GENERAL SAFETY ON CAMPUS

South Plains College recognizes the importance of safety on campus. The protection of persons and property is a responsibility which we all share. Personal safety begins with the individual. The following guidelines are intended to assist you in protecting yourself and to encourage practices that contribute to a safe environment for our campus community.

- Never leave your personal property unsecured or unattended.
- Look around and be aware of your surroundings when you enter and exit a building.
- Whenever possible, avoid walking alone, particularly after dark. Walk to your vehicle with other class members or request that the Security Guard walk you to your car.
- When approaching your vehicle, keep your keys in your hand; look under your car and in the back seat and floorboard. Lock the doors as soon as you are inside your car.

FOOD AND DRINK IN CLASSROOMS

It is the policy of South Plains College not to permit food or drink in the classrooms or laboratories.