

College of Agriculture and Applied Sciences

School of Applied Sciences, Technology and Education (ASTE)

Utah State University Eastern

Assessment Plan

*For the Undergraduate Program in
Heavy Equipment and Trucking*

Fall 2016

Department Profile

Overview

USU Eastern's Heavy Equipment and Trucking (HETR) program is an open enrollment, open exit program designed to provide professional operator training for excavation equipment and commercial highway vehicles. The program is designed to prepare students for careers in both the construction and transportation industries. USU Eastern's HETR instructors train students through both classroom and hands-on instruction. By having access to equipment and instruction relevant to today's construction and transportation industries, students who complete and receive certificates of completion through the USU Eastern HETR program are ready for employment in today's ever expanding construction and transportation industries.

Mission

Our mission at USU Eastern HETR is two-fold. At USU Eastern HETR we want to develop operators and drivers, who are trained and ready for today's construction and transportation industry. Second we want to provide employers in the construction and transportation industries with a reliable source for qualified and prepared employees

Vision

Our vision is to see individuals' lives change by giving them the training required to meet the needs of today's construction and transportation industry, which will allow them to secure stable employment.

America relies on heavy equipment operators to build and maintain its highways, roads and infrastructure. America relies on truck drivers to haul and deliver supplies and resources. Because America relies on these skilled men and women there is always a demand for ready to work, well-trained drivers and operators. Eastern Utah's largest contribution to America's economy is energy production. The skilled workforce needed to produce energy includes heavy equipment operators and licensed commercial vehicle drivers. By developing quality drivers and operators who have the required licenses and skills that make them ready to work in the industry, USU Eastern's HETR program is a valuable resource for companies in need of employees that are ready to work.

USU Eastern's HETR training program arms individuals with the skills and knowledge that will help them have a career in transportation and construction industry.

Students who complete USU Eastern HETR programs are not only prepared to work in eastern Utah but anywhere in the nation.

What we provide

USU Eastern's HETR programs are built for the traditional and non-traditional student alike, yet the majority of the students that enter the program are non-traditional. Students have the ability to register at any time because the programs are open-enrollment programs. The programs offer up to 14 weeks of training but they are competency based so that students can learn at an accelerated pace if they wish. This is attractive to students who wish to complete their training in order to secure employment. The programs are designed so that classroom instruction is given between 8:00am – 12:00pm and the skills application training is given from 1:00pm – 4:00pm Monday thru Thursday. Although this schedule design works well for most students it can be difficult for the non-traditional student that must work some time during the day in addition to attending the programs courses. In order to accommodate the non-traditional student in this situation, the instructors have the ability and are willing to adjust classroom and skills training to meet the students' needs.

The facilities, equipment and resources that USU Eastern HETR students have access to are the same as those found in the work place. Because the trucks and equipment student use and learn with are the same as what they will find in industry they are ready and prepared to perform in the workplace upon course completion. Students are taught lessons and theory in the classroom by instructors who have learned those lessons while working in the industry themselves. The theories and lessons taught are then learned by students through hands on training both in simulated and real workplace situations.

In addition to providing 14-week training courses for students enrolled in the HETR program, the HETR program also provides third-party CDL testing for individuals who have earned the appropriate learners permit and feel that they can pass the required skills and pre-trip test with a

third party tester. These tests provide an additional source of income to the USU Eastern HETR programs.

Critical Issues

The USU Eastern HETR program has developed a very good working relationship with Vocational Rehabilitation and the Department Workforce Services. These two agencies direct individuals to our program and help provide funding for them. The relationship that HETR has with these agencies is critical because the majority of the HETR students come through them. USU Eastern HETR values the support of these two agencies and hopes to continue these relationships. One of the draw-backs of having the majority of HETR's students come from one source is that, if for some reason those agencies could not direct students to the program, USU Eastern's HETR would suffer a substantial loss in student numbers.

In addition to recruiting and securing students for the HETR programs, staying current with the industry trends and advances is critical. In order for the HETR instructors to teach and prepare students for the future, there must be a concerted effort on the part of the HETR faculty to study, learn and apply the new industry trends and advances with in the HETR program. Developing course curriculum that incorporates current and relevant industry techniques and standards will ensure that the HETR program stays a sought after and reliable training program.

To accomplish its mission, USU Eastern HETR must cultivate a strong working relationship with both local and national construction and transportation employers. Employers who find qualified and well trained people through the HETR program will return to USU Eastern as a resource for employees that can meet their needs. When employers look to USU Eastern for employees, potential students will know that the USU Eastern HETR program can help them change their lives.

USU Eastern's HETR programs are directly affected by the ebbs and flows of the local, state and national economies. The economy drives both the construction and transportation industries. With the increase of government regulations concerning environmental protection and air quality the trucking and construction industries have been change dramatically. The new regulations

have increased material, production and delivery costs and therefore companies need to be more efficient and effective. In order to be more efficient and effective, companies are not hiring as often and they tend to be more selective in who they hire. USU Eastern's HETR programs student enrollment numbers are impacted by the economy. The effects of government regulations and the economy are out of the HETR program's control and it presents a challenge for the program as far as new student recruitment is concerned. When the economy is down, job opportunities tend to follow. USU Eastern HETR can meet this challenge by informing individuals in the job market that quality training can help them secure employment during economic down turns. The HETR program can also help employers find quality people who will help them be more efficient and productive.

Priorities

USU Eastern's HETR programs have a track record of excellence and the instructors that teach and train within the programs have proven that they can produce qualified operators and drivers. In order for the HETR programs to continue to have success, the programs should focus on three main priorities: student recruitment, employer recruitment and continued faculty training/education.

Student Recruitment: Every effort will be made to maintain the healthy relationships that exist between Vocational Rehabilitation, The Department of Workforce services and USU Eastern. The support given to the HETR program by these two agencies is critical but other sources of student enrollment should be sought and found to ensure the HETR program remains viable.

To help bolster student enrollment for the HETR programs attention to other student sources will need to be a priority. The HETR program should ensure that USU Eastern recruiters and ambassadors are equipped with the information and resources that they need to inform potential students of the USU Eastern HETR programs and the opportunities that it provides students. The HETR faculty is willing to attend job fairs and recruitment activities throughout the State and efforts will be made in locating dates, times and location of such gathering and the appropriate contacts made so that USU Eastern HETR is represented.

Employer Recruitment: One of the characteristics of a successful training program is that the students who complete their training through that program finds and secures employment and proves themselves to be a valuable asset to the company that hires them. Employers will look for potential employees where they know those employees are quality trained and certified. In order to assist students in finding employment, the training they receive should meet or exceed the industry standard. In order to develop a training program that is attractive to students and employers alike USU Eastern HETR will use the recommendations made by a Program Advisory Committee (PAC). PAC is a group of lead professionals who work in the construction and transportation industries and meet together a few times per year with the HETR faculty to discuss the needs of employers within those industries. By using the recommendations made by the PAC committee as the core for its program curriculum USU Eastern will ensure the training they are giving will fit the needs of both the students and Employers.

Faculty Training/Education: Advances in technology and production processes require that training facilities change with the times and make their programs relevant to the current industry standards. There are a number of ways for the HETR program faculty to stay current on technology and production advances. By joining industry organizations such as The Utah Trucking Association and Associated General Contractors (AGC) the USU Eastern HETR program will receive up to date information on industry trends and advances. These organizations promote and sponsor educational and training seminars for industry leaders. It would benefit the HETR program to attend such seminars.

Appendix 6A

Supporting Documents

Equipment Information, Syllabi, Program Faculty Information, and Enrollment

USU Eastern Heavy Equipment/Trucking

Facilities

220 W. 3430 S. HWY 10

Price, Utah, 84501

Building Located @ 220 W. 3430 S. HWY 10 Price Utah, 84501

Room Number	Room Name	Sq. Ft.	Capacity	RUC		
100	Classroom	922	24	110		
104	Vehicle Storage	6458		740		
201	Classroom	822	15	110		

USU EASTERN HETR
Heavy Equipment Fleet
12/2016

Machine	ID#	License	Hours
Caterpillar 420F Backhoe			565.8
Caterpillar 140 M3 Grader			106.1
CAT D6N LX Dozer			1054.4
CAT 950K Loader			713.5

**USU EASTERN HETR
TRUCKING FLEET
02/2014**

Vehicle	ID#	Truck ID#	License	Mileage
1987 Bluebird Bus	CEU2-2	871	60502EX	64098.5
2008 Chevrolet Silverado	CEU25-1		201801EX	48489
1981 GMC Suburban	CEU25		EX42693	40880
1986 GMC Sierra 3500 Pickup	CEUX		23395EX	26563
1995 Kenworth Truck	CEU9-2	8	60383EX	694242
1998 Kenworth Truck	CEU04	4	65876EX	968441
1998 Kenworth Truck	CEU11	11	65803EX	791322
1976 Kenworth Truck	CEU37		11890EX	94890
1999 Peterbuilt Truck	CEU05	5	60511EX	532170
1996 Peterbuilt Truck	CEU29-2	7	60419EX	676634
2008 Kenworth Dump Truck	CEU01	1	201801EX	5722
2010 Kenworth Truck	CEU02	2	204410EX	22664
2012 Kenworth Truck	CEU03	3	206962EX	6357
1999 Bluebird Bus		982	204424EX	135927

PROGRAM FACULTY

Name: Leon McElprang

Address: 3430 South 220 West
Highway 10
Price, UT 84501

Telephone: (435)637-2201 Office

(435)820-6606 Cell

(435)637-2691 Fax

Academic Degree:

Graduated from Emery High 1992

Business training at Texas A&M

Industry Credentials:

Certified UDOT third party CDL tester June 2013

Certified in Brake Adjustment

Class A CDL with Doubles, Triples and Tanker Endorsements

Forklift Safety Trained

Trench Safety Trained

Aerial Lift Truck Safety Trained

Pole Climbing Trained

Courses Taught:

Heavy Equipment, HETR 1610, 1620, 1630, 1650, and 1660

Trucking, HETR 2760, 2770, 2780, 2790

Relevant Experience:

13 Years working for Emery Telcom as an outside plant technician. Installed and repaired communication installations both above and below ground. Operated trenching and boring equipment. Transported equipment.

Own and operate a working cattle ranch. Own and operate various types of equipment as well as several different light too heavy duty semi-trucks.

Job History:

Commercial Driver License Instructor at USU Eastern 2012-Present

Heavy Equipment Instructor at USU Eastern from 2006-2013

Emery Telcom Outside Plant Technician 1993-2006

Name: Kyle McArthur

Address: 3430 South 220 West
Highway 10
Price UT 84501

Telephone: (435)637-2690 Office

(435)749-2318 Cell

(435)637-2691 Fax

Industry Credentials:

Utah State 3rd Party Examiner

OSHA 10 Hour training certificate

Class A CDL with Doubles, Triples, Tanker

Forklift Training Certificate

Safe Lands Certified

Trimble GPS Certified

MSHA Surface Coal Certified

MSHA Metal/Non Metal Certified

Courses Taught:

Heavy Equipment, HETR 1610, 1620, 1630, 1650, and 1660

Relevant Experience:

14 years in the Excavation and Trucking industry as a laborer, heavy equipment operator, truck driver, crew lead, and project manager.

Job History:

Instructor, USU Eastern September 28, 2015 to present

Heavy Equipment Operator, Truck Driver, Gas and Oilfield Crew Lead and Project Foreman July 2001- September 25, 2015

USU EASTERN
SYLLABUS FOR HETR 1610
GENERAL MAINTENANCE

4 Credit hours

Instructor: Kyle McArthur

Division/Department: Heavy Equipment and Trucking

Office phone: (435) 637-2690

Email: kyle.mcarthur@usu.edu

Mon-Thurs, 8:00-4:00; Fri, 8:00-12:00

Office Location: 220 West 3430 South Highway 10

Course Description:

- This course is part of the required curriculum for the Departmental Certificate Heavy Equipment and also the Heavy Equipment/Trucking Certificate of Completion.
- Students will learn to troubleshoot a variety of heavy equipment mechanical components including: engines, transmissions, final drives and electrical/battery systems.
- Students will learn general mechanical maintenance and servicing procedures for heavy equipment.
- Safety training will be emphasized in all aspects of general maintenance.
-

Pre-requisites:

- A desire to work hard and a dedication to safety.

Required Textbooks and Supplies:

- Earthmoving Operations – Available from the instructor
- Safety Glasses
- Leather closed toes shoes
- Gloves

Course Objectives:

- To become familiar with daily maintenance.
- To become familiar in pre-operation and post-operation equipment inspections.
- To understand and assess the importance of mechanical component lubrication.
- To participate in the minor repair of all types of equipment.
- To obtain a general knowledge of and diagnosis for electrical and mechanical systems.

Skills Required:

- The ability to pass a drug test.

Course will utilize the following criteria:

- Students will routinely perform pre-operation procedures of various pieces of heavy equipment and need to show an ability to identify existing and potential mechanical problems.
- Students will perform basic machine services and show an ability to do such.
- Students will need to demonstrate reading and writing proficiency by reading assigned workbook chapters and completing assigned worksheets and test.
- Students will be introduced to professional practices and techniques that when learned will be directly employable.
- Student wellness and safety will be a high priority. Therefore, students will be required to pass a drug test and random drug testing will be performed.

Policies and Procedures:

- Daily attendance is required.
- The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.
- Students are required to keep current in their work book assignments.
- Plagiarism and cheating will not be tolerated.

Support Resources:

- The USU library has several books and periodicals that students can read to help them understand the operation and use of heavy equipment.

- Located in the heavy equipment facility, there are many publications and videos that students may have access to for learning help.

Outcome Assessment:

- This class is a presentation and discussion setting. Students will be asked to give his or her input on the discussion topics. Students will be asked to perform specific maintenance and service tasks as well as complete worksheet assignments to evaluate comprehension of course objectives.

Grading Practices:

- Grades will be determined on a 100 point scale as follows:
 - 90 Points or above – A
 - 80 Points or above – B
 - 70 Points or above – C
 - 60 Points or above – D
 Below 60 is Failing
- Total possible points are shown below. The student’s total score will be the sum of their score in each of the listed areas.
 - Attendance 20 pts.
 - Chapter 1 worksheet from Earth Moving Operations textbook 20 pts.
 - Chapter 1 tests & final test (Must be taken during finals week) 30 pts.
 - Equipment Maintenance Evaluation 30 pts.

Topical Outline for the Course:

- This course is an open entry course. On a daily basis, material will be presented in the course by the instructor. The topics will range from machinery inspection, service, safety practices and operation.
- Students are expected to follow the chapter outlines in the text. Complete all assignments and participate in the daily discussions.
- Students will spend time observing and operating equipment when not in class room discussions or completing textbook work.

Accommodations for Students with Disabilities:

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical

condition/disability qualifies. You may contact the DRC by phone (435)613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223.

Student counseling services are also available in the Office of Student Success. Please contact Darrin Brandt by phone (435)613-5670 or email at Darrin brandt@usu.edu to set up and appointment. This is a free service to USU Eastern students.

USU EASTERN
SYLLABUS FOR HETR 1620
FRONTEND LOADER OPERATION
2 Credit hours

Instructor: Kyle McArthur

Division/Department: Heavy Equipment and Trucking

Office phone: (435)-637-2690

Email: kyle.mcarthur@usu.edu

Office Hours: Mon-Thurs, 8:00-4:00; Fri, 8:00-12:00

Office Location: 220 West 3430 South Highway 10

Course Description:

- This course is part of the required curriculum for the Departmental Certificate Heavy Equipment and also the Heavy Equipment/Trucking Certificate of Completion.
- Students will learn theory and practical operation frontend loader and related pieces of equipment.
- Students will demonstrate all phases of operation from pre-operation to post-operation inspections, safety operation, truck loading, rough grading excavation, refueling, lubrication and field troubleshooting.

Pre-requisites:

- A desire to work hard and a dedication to safety.

Required Textbooks and Supplies:

- Earthmoving Operations – Available from the instructor
- Safety glasses
- Leather, close toed shoes
- Gloves

Course Objectives:

- To become familiar with daily maintenance and inspection.
- To learn and apply safety precautions while operating a loader.
- To become proficient at smoothly filling and emptying the loader bucket.
- To become proficient at backfilling, grading and leveling a construction site.
- To become proficient at loading and dumping the bucket at a fill pile or a haul truck.

Skills Required:

- The ability to pass a drug test.

Course will utilize the following criteria:

- Students will routinely perform pre-operation procedures on a frontend loader and need to show an ability to identify existing and potential mechanical problems.
- Students will perform basic machine services and show an ability to do such.
- Students will need to demonstrate reading and writing proficiency by reading assigned workbook chapters and completing assigned worksheets and test.
- Students will be introduced to professional practices and techniques that when learned will be directly employable.
- Student wellness and safety will be a high priority. Therefore, students will be required to pass and drug test and random drug testing will be performed.

Policies and Procedures:

- Daily attendance is required.
- The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.
- Students are required to keep current in their work book assignments.
- Plagiarism and cheating will not be tolerated.

Support Resources:

- The USU library has several books and periodicals that students can read to help them understand the operation and use of heavy equipment.
- Located in the heavy equipment facility, there are many publications and videos that students may have access to for learning help.

Outcome Assessment:

- This class is a presentation, discussion and hands on setting. Students will be asked to give his or her input on the discussion topics, complete worksheet assignments and pass written tests and perform specific maintenance and service tasks and pass the instructor's operation test to evaluate comprehension of course objectives.

Grading Practices:

- Grades will be determined on a 100 point scale as follows:
 - 91 Points or above – A
 - 81 Points or above – B
 - 71 Points or above – C
 - 61 Points or above – D
 - Below 60 is Failing
- Total possible points are shown below. The student's total score will be the sum of their score in each of the listed areas.
 - Attendance 20 pts.
 - Chapter 5, 6, & 10 worksheets from Earth Moving Operations textbook 20 pts.
 - Earth Moving Operations chapter tests 5, 6 &10 and final test 30 pts.
 - Equipment Operation Evaluation 30 pts.

Topical Outline for the Course:

- This course is an open entry course. On a daily basis, material will be presented in the course by the instructor. The topics will range from machinery inspection, service, safety practices and operation.
- Students are expected to follow the chapter outlines in the text. Complete all assignments and participate in the daily discussions.
- Students will spend time observing and operating equipment when not in class room discussions or completing textbook work.

Accommodations for Students with Disabilities:

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical condition/disability qualifies. You may contact the

DRC by phone (435)613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223.

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USU EASTERN
SYLLABUS FOR HETR 1630
TRACTOR LOADER BACKHOE OPERATION

2 Credit hours

Instructor: Kyle McArthur

Division/Department: Heavy Equipment and Trucking

Office phone: (435) 637-2690

Email: kyle.mcarthur@usu.edu

Office Hours: Mon-Thurs, 8:00-4:00; Fri, 8:00-12:00

Office Location 220 West 3430 South Highway 10

Course Description:

- This course is part of the required curriculum for the Departmental Certificate Heavy Equipment and also the Heavy Equipment/Trucking Certificate of Completion.
- Students will learn theory and practical operation of tractor loader backhoe and CAT Certified Hydraulic Excavator Simulator, demonstrate all phases of operation from pre-operation to post-operation inspections, safety operation, trenching, demolition, truck loading, grading, refueling, lubrication and field troubleshooting.

Pre-requisites:

- A desire to work hard and a dedication to safety.

Required Textbooks and Supplies:

- Earthmoving Operations – Available from the instructor
- Safety Glasses
- Leather closed toe shoes
- Gloves

Course Objectives:

- To become familiar with daily maintenance and inspection.
- To learn and apply safety precautions while operating a tractor loader backhoe.
- To become proficient at smoothly filling and emptying the loader bucket.
- To become proficient at backfilling, grading and leveling a construction site.
- To become proficient at loading and dumping the bucket at a fill pile or a haul truck.
- To become familiar with and demonstrate trench safety.
- To become proficient at trench excavation.

Skills Required:

- The ability to pass a drug test.

Course will utilize the following criteria:

- Students will routinely perform pre-operation procedures on a tractor loader backhoe and a CAT Certified Hydraulic Simulator, and need to show an ability to identify existing and potential mechanical problems.
- Students will perform basic machine services and show an ability to do such.
- Students will need to demonstrate reading and writing proficiency by reading assigned workbook chapters and completing assigned worksheets and test.
- Students will be introduced to professional practices and techniques that when learned will be directly employable.
- Student wellness and safety will be a high priority. Therefore, students will be required to pass and drug test and random drug testing will be performed.

Policies and Procedures:

- Daily attendance is required.
- The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.
- Students are required to keep current in their work book assignments.
- Plagiarism and cheating will not be tolerated.

Support Resources:

- The USU library has several books and periodicals that students can read to help them understand the operation and use of heavy equipment.

- Located in the heavy equipment facility, there are many publications and videos that students may have access to for learning help.

Outcome Assessment:

- This class is a presentation, discussion and hands on setting. Students will be asked to give his or her input on the discussion topics, complete worksheet assignments and pass written tests and perform specific maintenance and service tasks and pass the instructor's operation test to evaluate comprehension of course objectives.

Grading Practices:

- Grades will be determined on a 100 point scale as follows:
 - 92 Points or above – A
 - 82 Points or above – B
 - 72 Points or above – C
 - 62 Points or above – D
 - Below 60 is Failing
- Total possible points are shown below. The student's total score will be the sum of their score in each of the listed areas.
 - Attendance 20 pts.
 - Chapter 7, 8, & 9 worksheets from Earth Moving Operations textbook; Operating Techniques worksheets 1 & 2
20 pts.
 - Earth Moving Operations chapter tests 7, 8, &9 and final test 30 pts.
 - Equipment Operation Evaluation 30 pts.

Topical Outline for the Course:

- This course is an open entry course. On a daily basis, material will be presented in the course by the instructor. The topics will range from machinery inspection, service, safety practices and operation.
- Students are expected to follow the chapter outlines in the text. Complete all assignments and participate in the daily discussions.
- Students will spend time observing and operating equipment when not in class room discussions or completing textbook work.

Accommodations for Students with Disabilities:

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource

Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical condition/disability qualifies. You may contact the DRC by phone (435)613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223.

Student counseling services are also available in the Office of Student Success. Please contact Darrin Brandt by phone (435)613-5670 or email at Darrin brandt@usu.edu to set up and appointment. This is a free service to USU Eastern students.

USU EASTERN
SYLLABUS FOR HETR 1650
MOTOR GRADER OPERATION
2 Credit hours

Instructor: Kyle Mcarthur

Division/Department: Heavy Equipment and Trucking

Office phone: (435) 637-2690

Email: kyle.mcarthur@usu.edu

Office Hours: Mon-Thurs, 8:00-4:00; Fri, 8:00-12:00

Office Location: 220 West 3430 South Highway 10

Course Description:

- This course is part of the required curriculum for the Departmental Certificate Heavy Equipment and also the Heavy Equipment/Trucking Certificate of Completion.
- Students will learn theory and practical operation of a CAT M Series Motor Grader and a CAT Certified M Series Motor Grader Simulator The student will demonstrate all phases of operation from pre-operation to post-operation inspections, safety operation, finish grading, road maintenance, snow removal, grade stake reading refueling, lubrication and field troubleshooting.

Pre-requisites:

- A desire to work hard and a dedication to safety.

Required Textbooks and Supplies:

- Earthmoving Operations – Available from the instructor
- Safety Glasses
- Leather, close toed shoes
- Gloves

Course Objectives:

- To become familiar with daily maintenance and inspection.
- To learn and apply safety precautions while operating a Motor Grader.
- To become proficient at moving and spreading different type of material.
- To become proficient at grading slopes, level surfaces, road maintenance and ditching.

Skills Required:

- The ability to pass a drug test.

Course will utilize the following criteria:

- Students will routinely perform pre-operation procedures on a motor grader and need to show an ability to identify existing and potential mechanical problems.
- Students will perform basic machine services and show an ability to do such.
- Students will need to demonstrate reading and writing proficiency by reading assigned workbook chapters and completing assigned worksheets and test.
- Students will be introduced to professional practices and techniques that when learned will be directly employable.
- Student wellness and safety will be a high priority. Therefore students will be required to pass and drug test and random drug testing will be performed.

Policies and Procedures:

- Daily attendance is required.
- The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.
- Students are required to keep current in their work book assignments.
- Plagiarism and cheating will not be tolerated.

Support Resources:

- The USU library has several books and periodicals that students can read to help them understand the operation and use of heavy equipment.
- Located in the heavy equipment facility, there are many publications and videos that students may have access to for learning help.

Outcome Assessment:

- This class is a presentation, discussion and hands on setting. Students will be asked to give his or her input on the discussion topics, complete worksheet assignments and pass written tests and perform specific maintenance and service tasks and pass the instructor's operation test to evaluate comprehension of course objectives.

Grading Practices:

- Grades will be determined on a 100 point scale as follows:
 - 93 Points or above – A
 - 83 Points or above – B
 - 73 Points or above – C
 - 63 Points or above – D
 - Below 60 is Failing
- Total possible points are shown below. The student's total score will be the sum of their score in each of the listed areas.
 - Attendance 20 pts.
 - Chapter 4, 11, & 12 worksheets from Earth Moving Operations textbook 20 pts.
 - Earth Moving Operations chapter tests 4, 11 & 12 and Final test 30 pts.
 - Equipment Operation Evaluation 30 pts.

Topical Outline for the Course:

- This course is an open entry course. On a daily basis, material will be presented in the course by the instructor. The topics will range from machinery inspection, service, safety practices and operation.
- Students are expected to follow the chapter outlines in the text. Complete all assignments and participate in the daily discussions.
- Students will spend time observing and operating equipment when not in classroom discussions or completing textbook work.

Accommodations for Students with Disabilities:

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical condition/disability qualifies.

You may contact the DRC by phone (435) 613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223.

Student counseling services are also available in the Office of Student Success. Please contact Darrin Brandt by phone (435) 613-5670 or email at Darrin brandt@usu.edu to set up and appointment. This is a free service to USU Eastern students.

USU EASTERN
SYLLABUS FOR HETR 1660
DOZER OPERATION

2 Credit hours

Instructor: Kyle McArthur

Division/Department: Heavy Equipment and Trucking

Office phone: (435) 637-2690

Email: kyle.mcarthur@usu.edu

Office Hours: Mon-Thurs, 8:00-4:00; Fri, 8:00-12:00

Office Location: 220 West 3430 South Highway 10

Course Description:

- This course is part of the required curriculum for the Departmental Certificate Heavy Equipment and also the Heavy Equipment/Trucking Certificate of Completion.
- Students will learn theory and practical operation of a crawler dozer. Demonstrate all phases of operation from pre-operation to post-operation inspections, safety operation, excavation demolition, slot dozing, slope grading rough grading, refueling, lubrication, and field troubleshooting.

Pre-requisites:

- A desire to work hard and a dedication to safety.

Required Textbooks and Supplies:

- Earthmoving Operations – Available from the instructor
- Safety Glasses
- Leather, close toed shoes
- Gloves

Course Objectives:

- To become familiar with daily maintenance and inspection.
- To learn and apply safety precautions while operating a dozer.
- To become proficient at smoothly moving various types of materials.
- To become proficient at backfilling, grading and leveling a construction site.
- To become familiar with and demonstrate slope grading safety.

Skills Required:

- The ability to pass a drug test.

Course will utilize the following criteria:

- Students will routinely perform pre-operation procedures on a dozer and need to show an ability to identify existing and potential mechanical problems.
- Students will perform basic machine services and show an ability to do such.
- Students will need to demonstrate reading and writing proficiency by reading assigned workbook chapters and completing assigned worksheets and test.
- Students will be introduced to professional practices and techniques that when learned will be directly employable.
- Student wellness and safety will be a high priority. Therefore students will be required to pass and drug test and random drug testing will be performed.

Policies and Procedures:

- Daily attendance is required.
- The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.
- Students are required to keep current in their work book assignments.
- Plagiarism and cheating will not be tolerated.

Support Resources:

- The USU library has several books and periodicals that students can read to help them understand the operation and use of heavy equipment.
- Located in the heavy equipment facility there are many publications and videos that students may have access to for learning helps.

Outcome Assessment:

- This class is a presentation, discussion and hands on setting. Students will be asked to give his or her input on the discussion topics, complete worksheet assignments and

pass written tests and perform specific maintenance and service tasks and pass the instructor's operation test to evaluate comprehension of course objectives.

Grading Practices:

- Grades will be determined on a 100 point scale as follows:
 - 94 Points or above – A
 - 84 Points or above – B
 - 74 Points or above – C
 - 64 Points or above – D
 - Below 60 is Failing
- Total possible points are shown below. The student's total score will be the sum of their score in each of the listed areas.
 - Attendance 20 pts.
 - Chapter 2, 3, & 13 worksheets from Earth Moving Operations textbook 20 pts.
 - Earth Moving Operations chapter tests 2, 3 & 13 and Final test 30 pts.
 - Equipment Operation Evaluation 30 pts.

Topical Outline for the Course:

- This course is an open entry course. On a daily basis, material will be presented in the course by the instructor. The topics will range from machinery inspection, service, safety practices and operation.
- Students are expected to follow the chapter outlines in the text. Complete all assignments and participate in the daily discussions.
- Students will spend time observing and operating equipment when not in class room discussions or completing textbook work.

Accommodations for Students with Disabilities:

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical condition/disability qualifies. You may contact the DRC by phone (435) 613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223. Student counseling services are also available in the Office of Student Success. Please contact Darrin Brandt by phone (435) 613-5670 or email at Darrin brandt@usu.edu to set up and appointment. This is a free service to USU Eastern students.

USU Eastern
Syllabus for HETR 2760
Dump and Trailering
Spring Semester 2014
2 Credit Hours

Instructor: Leon McElprang, leon.mcelprang@usu.edu
Division / Department: Heavy Equipment and Trucking
Office Phone: (435) 637-2201 Cell: (435) 820-6606 Fax: (435) 637-2691
Office and Class Hours: Mon – Thurs, 8:00 – 4:00
Class Location: 220 West 3430 South State Road 10

Type of Course:

This course is part of the required curriculum for a Heavy Equipment / Trucking Department Certificate.

Course Description:

The student will learn theory and practical operation of a dump truck and drop deck low-boy trailer, the safest way to load and lash each piece of equipment for transport, P.T.O. operation, overhead hazards, safe backing, fueling, lubrication, chain and boomer safety, tire care and safety.

Pre-requisites:

Students must obtain the CDL driving permit.
Students must pass the DOT physical and a drug test.

Required Textbooks and Supplies:

Utah Commercial Vehicle Driver Handbook
Bumper to Bumper
The Complete Guide to Tractor-Trailer Operations – Fourth edition by Mike Byrnes and Associates

Course Objectives:

Understand all aspects of a pre-trip and post trip inspection.
Become proficient at backing a trailer.
Become proficient at sight side alley docking.
Become skillful at straight line backing and offset to right and left parking.
Become skilled at having a truck loaded and the proper methods of dumping.

Skills:

Students will become skilled in all aspects of driving. This will include knowledge of safe operation, proficient gearing, loading, docking and proper braking.

Course will utilize the following criteria:

The student will practice critical thinking by learning to diagnose a variety of mechanical problems and repair them.

Students will demonstrate reading and writing proficiency by reading the work book and turning in the required work sheets.

Values are introduced into the course by an attempt to instill in students a strong work ethic.

Vocational development will include providing the student with skills that are directly employable.

Student wellness is an important aspect. Students will be required to pass both a physical test and a drug screen. Random drug screening is also performed.

Policies and Procedures:

Daily attendance is required.

The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.

Students are required to keep current on their work book assignments.

Plagiarism and cheating will not be tolerated.

Support Resources:

The library has many books and periodicals that will help students understand the operation and use of heavy equipment and trucking.

At the trucking facility, there are many publications and videos that students may have access to.

Outcomes Assessment:

Outcomes will be assessed and deemed proficient when the student completes all workbook assignments, passes the written tests and shows adequate proficiency at diagnosis and repair as assessed by the instructor.

Grading Practices:

Grades will be determined on a 100 point scale as follows:

- 90 points or above - A
- 80 points or above - B
- 70 points or above - C
- 60 Points or above - D
- Below 60 points - F

Total possible points are shown below. The students' total score will be the sum of their score in each of the listed

Attendance	10 points
Final Test	10 points
Truck and Trailer backing skills test	80 points

Topical Outline for the Course:

This course is an open entry / open exit course. On a daily basis, material will be presented in the course by the instructor. The topics will range from operation of equipment to safety discussions. The student is expected to follow the chapter outlines in the text, complete all assignments and participate in the daily discussions. The remainder of the time is to be spent observing and operating the trucks.

Accommodations for Students with Disabilities

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical condition/disability qualifies. You may contact the DRC by phone (435) 613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223.

Student counseling services are also available in the Office of Student Success. Please contact Darrin Brandt by phone (435) 613-5670 or email at Darrin brandt@usu.edu to set up and appointment. This is a free service to USU Eastern students.

USU Eastern
Syllabus for HETR 2770
Laws and Regulations
Spring Semester 2014
4 Credit Hours

Instructor: Leon McElprang, leon.mcelprang@usu.edu
Division / Department: Heavy Equipment and Trucking
Office Phone: (435) 637-2201 Cell: (435) 820-6606 Fax: (435) 637-2691
Office and Class Hours: Mon – Thurs, 8:00 – 4:00
Class Location: 220 West 3430 South State Road 10

Type of Course:

This course is part of the required curriculum for a Heavy Equipment / Trucking Department Certificate.

Course Description:

This is a theory course which describes laws and regulations, defensive driving, principles of haulage and operation of equipment, safety procedures, and preparation for examination. This course with HETR 2780 and HETR 2790 is intended to prepare students for their Commercial Driver's License (CDL) and employment in the trucking industry. This course is intended to provide the material and experience necessary to pass the written exam for the class A Commercial Drivers License.

Pre-requisites:

DOT Physical

Required Textbooks and Supplies:

Utah Commercial Vehicle Driver Handbook
Bumper to Bumper

Course Objectives:

Prepare and pass the CDL test.
Become familiar with license laws and regulations.
Become skilled at entering data in a log book and keeping it current.
Understand the requirements for optional drivers license endorsements.
Understand the laws in regard to weight and load limits.
Understand who is liable for different legal problems associated with truck driving.

Skills:

Students will become legally knowledgeable. This will include knowledge of safe operation, licensing requirements and driving regulation.

Course will utilize the following criteria:

The student will practice critical thinking by learning to anticipate adverse driving conditions, safety problems and traffic surprises and always have a possible solution in mind.

Students will demonstrate reading and writing proficiency by reading the work book and turning in the required work sheets.

Values are introduced into the course by an attempt to instill in students a strong work ethic.

Vocational development will include providing the student with skills that are directly employable.

Student wellness is an important aspect. Students will be required to pass both a DOT physical test and a drug screen. Random drug screening is also performed.

Policies and Procedures:

Daily attendance is required.

The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.

Students are required to keep current on their work book assignments.

Plagiarism and cheating will not be tolerated.

Support Resources:

The library has many books and periodicals that will help students understand the operation and use of heavy equipment and trucking.

At the trucking facility, there are many publications and videos that students may access for learning help.

Outcomes Assessment:

Outcomes will be assessed and deemed proficient when the student passes the state CDL test and the approved driving course as evaluated by the instructor.

Grading Practices:

Grades will be determined on a 100 point scale as follows:

- 90 points or above – A
- 80 points or above – B
- 70 points or above – C
- 60 Points or above – D
- Below 60 points – F

Total possible points are shown below. The students' total score will be the sum of their score in each of the listed areas:

Attendance	10 points
Final Test	10 points
Bumper to Bumper Text Book Chapters	80 points

Topical Outline for the Course:

This course is an open entry / open exit course. On a daily basis, material will be presented in the course by the instructor. The topics will range from operation of equipment to safety discussions. The student is expected to follow the chapter outlines in the text, complete all assignments and participate in the daily discussions. The remainder of the time is to be spent observing and operating the trucks after they have obtained their learners' permit.

Accommodations for Students with Disabilities

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical condition/disability qualifies. You may contact the DRC by phone (435) 613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223.

Student counseling services are also available in the Office of Student Success. Please contact Darrin Brandt by phone (435) 613-5670 or email at Darrin brandt@usu.edu to set up and appointment. This is a free service to USU Eastern students.

USU Eastern
Syllabus for HETR 2780
Maintenance
Spring Semester 2012
3 Credit Hours

Instructor: Leon McElprang, leon.mcelprang@usu.edu
Division / Department: Heavy Equipment and Trucking
Office Phone: (435) 637-2201 Cell: (435) 820-6606 Fax: (435) 637-2691
Office and Class Hours: Mon – Thurs, 8:00 – 4:00
Class Location: 220 West 3430 South State Road 10

Type of Course:

This course is part of the required curriculum for a Heavy Equipment / Trucking Department Certificate.

Course Description:

Lubrication, fluid maintenance, tire and wheel maintenance, electrical maintenance, driving observation, and testing based on knowledge, skills, and safety attitude. This course with HETR 2770 and HETR 2790 is intended to prepare students for their Commercial Driver's License (CDL) and employment in the trucking industry.

Pre-requisites:

A desire to work hard and have a dedication to safety.

Required Textbooks and Supplies:

Utah Commercial Vehicle Driver Handbook
Bumper to Bumper

Course Objectives:

Understand all aspects of a pre-trip and post trip inspection.
Become proficient assessing the condition and level of all fluids.
Become proficient at performing a full service of a truck and trailer.
Become skillful at diagnosing and repairing electrical and lighting problems.
Become skilled at inspecting air brake systems.

Skills: _____

Students will become skilled at assessing the mechanical condition of trucks and trailers by performing inspections. They will also become proficient at repairing minor mechanical and electrical problems.

Course will utilize the following criteria:

The student will practice critical thinking by learning to diagnose a variety of mechanical problems and repair them.

Students will demonstrate reading and writing proficiency by reading the work book and turning in the required work sheets.

Values are introduced into the course by an attempt to instill in students a strong work ethic.

Vocational development will include providing the student with skills that are directly employable.

Student wellness is an important aspect. Students will be required to pass both a physical test and a drug screen. Random drug screening is also performed.

Policies and Procedures:

Daily attendance is required.

The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.

Students are required to keep current on their work book assignments.

Plagiarism and cheating will not be tolerated.

Support Resources:

The library has many books and periodicals that will help students understand the operation and use of heavy equipment and trucking.

At the trucking facility, there are many publications and videos that students may access for learning help.

Outcomes Assessment:

Outcomes will be assessed and deemed proficient when the student completes all workbook assignments, passes the written tests and shows adequate proficiency at diagnosis and repair as assessed by the instructor.

Grading Practices:

Grades will be determined on a 100 point scale as follows:

90 points or above – A

80 points or above – B

70 points or above – C
60 Points or above – D
Below 60 points – F

Total possible points are shown below. The students' total score will be the sum of their score in each of the listed areas:

Attendance	10 points
Final Test	10 points
Truck and Trailer pre-trip inspection test	80 points

Topical Outline for the Course:

This course is an open entry / open exit course. On a daily basis, material will be presented in the course by the instructor. The topics will range from operation of equipment to safety discussions. The student is expected to follow the chapter outlines in the text, complete all assignments and participate in the daily discussions. The remainder of the time is to be spent observing and operating the trucks.

Accommodations for Students with Disabilities

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical condition/disability qualifies. You may contact the DRC by phone (435) 613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223.

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USU Eastern
Syllabus for HETR 2790
Behind the Wheel
Spring Semester 2014
6 Credit Hours

Instructor: Leon McElprang, leon.mcelprang@usu.edu
Division / Department: Heavy Equipment and Trucking
Office Phone: (435) 637-2201 Cell: (435) 820-6606 Fax: (435) 637-2691
Office and Class Hours: Mon – Thurs, 8:00 – 4:00
Class Location: 220 West 3430 South State Road 10

Type of Course:

This course is part of the required curriculum for a Heavy Equipment / Trucking Department Certificate.

Course Description:

On and off highway procedures, driving, with and without loads, turning, cornering, backing, braking (gear and pedal), shifting, road speeds, traffic, signals, road signs, pre and post shift inspections. This course with HETR 2770 and 2780 is intended to prepare students for their Commercial Driver's License (CDL) and employment in the trucking industry.

Pre-requisites:

A desire to work hard and have a dedication to safety.

Required Textbooks and Supplies:

Utah Commercial Vehicle Driver Handbook
Bumper to Bumper

Course Objectives:

Prepare and pass the CDL test.
Prepare students to pass the state approved driving course.
Become proficient at up shifting and down shifting.
Become proficient at staying in driving lanes.
Become skillful at anticipating grades and scale and descend them successfully.

Skills: _____

Students will become skilled in all aspects of driving. This will include knowledge of safe operation, proficient gearing, loading, docking, and proper braking.

Course will utilize the following criteria:

The student will practice critical thinking by learning to anticipate adverse driving conditions, safety problems, and traffic surprises and always have a possible solution in mind.

Students will demonstrate reading and writing proficiency by reading the work book and turning in the required work sheets.

Values are introduced into the course by an attempt to instill in students a strong work ethic.

Vocational development will include providing the student with skills that are directly employable.

Student wellness is an important aspect. Students will be required to pass both a DOT physical test and a drug screen. Random drug screening is also performed.

Policies and Procedures:

Daily attendance is required.

The amount of lecture versus practical experience will vary each week depending on the availability of projects and weather conditions.

Students are required to keep current on their work book assignments.

Plagiarism and cheating will not be tolerated.

Support Resources:

The library has many books and periodicals that will help students understand the operation and use of heavy equipment and trucking.

At the trucking facility, there are many publications and videos that students may have access to.

Outcomes Assessment:

Outcomes will be assessed and deemed proficient when the student passes the state CDL test and the approved driving course as evaluated by the instructor.

Grading Practices:

Grades will be determined on a 100 point scale as follows:

90 points or above - A
80 points or above - B
70 points or above - C
60 Points or above - D
Below 60 points - F

Total possible points are shown below. The students' total score will be the sum of their score in each of the listed areas:

Attendance	10 points
Final Test	10 points
Road Test Driving Evaluation	80 points

Topical Outline for the Course:

This course is an open entry / open exit course. On a daily basis, material will be presented in the course by the instructor. The topics will range from operation of equipment to safety discussions. The student is expected to follow the chapter outlines in the text, complete all assignments and participate in the daily discussions. The remainder of the time is to be spent observing and operating the trucks.

Accommodations for Students with Disabilities

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Disability Resource Center for information on appropriate policies and procedures. Disabilities covered under the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact DCR if they are not certain whether a medical condition/disability qualifies. You may contact the DRC by phone (435)613-5337, email karl.burnside@usu.edu or visit the office located at JLSC223.

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Enrollment

	Carbon					San Juan				Fiscal Year Total
	Post-Secondary		Secondary			Post-Secondary		Secondary		
	Credit	Non Credit	Credit	Non Credit		Credit	Non Credit	Credit	Non Credit	
FY 11	67				FY 11	35				102
Credit Total	67				Credit Total	35				
Non-Credit Total	0				Non-Credit Total	0				
FY 12	41				FY 12	55				96
Credit Total	41				Credit Total	55				
Non-Credit Total	0				Non-Credit Total	0				
FY 13	38				FY 13	35				73
Credit Total	38				Credit Total	35				
Non-Credit Total	0				Non-Credit Total	0				

USU Eastern HETR Student Enrollment Spring 2013 – Fall 2014

Semester	Subject	Course No.	Enrolled	Credits	SCH	FTE
Spring 2013	HETR	1610	12	4	48	3.20
Spring 2013	HETR	1620	12	2	24	1.60
Spring 2013	HETR	1630	12	2	24	1.60
Spring 2013	HETR	1650	12	2	24	1.60
Spring 2013	HETR	1660	12	2	24	1.60
Spring 2013	HETR	2760	8	2	16	1.07
Spring 2013	HETR	2770	8	4	32	2.13
Spring 2013	HETR	2780	8	3	24	1.60
Spring 2013	HETR	2790	8	6	48	3.20
		HETR Total	92	27	264	17.6
Summer 2013	HETR	1610	10	4	40	2.67
Summer 2013	HETR	1620	10	2	20	1.33
Summer 2013	HETR	1630	10	2	20	1.33
Summer 2013	HETR	1650	10	2	20	1.33
Summer 2013	HETR	1660	10	2	20	1.33
Summer 2013	HETR	2760	13	2	26	1.73
Summer 2013	HETR	2770	13	4	52	3.47
Summer 2013	HETR	2780	13	3	39	2.60
Summer 2013	HETR	2790	13	6	78	5.20
		HETR Total	102	27	315	21
Fall 2013	HETR	1610	7	4	28	1.87
Fall 2013	HETR	1620	7	2	14	0.93
Fall 2013	HETR	1630	7	2	14	0.93
Fall 2013	HETR	1650	7	2	14	0.93
Fall 2013	HETR	1660	7	2	14	0.93
Fall 2013	HETR	2760	10	2	20	1.33
Fall 2013	HETR	2770	10	4	40	2.67
Fall 2013	HETR	2780	10	3	30	2.00
Fall 2013	HETR	2790	10	6	60	4.00
		HETR Total	75	27	234	15.6

Spring 2014	HETR	1610	5	4	20	1.33
Spring 2014	HETR	1620	5	2	10	0.67
Spring 2014	HETR	1630	5	2	10	0.67
Spring 2014	HETR	1650	5	2	10	0.67
Spring 2014	HETR	1660	5	2	10	0.67
Spring 2014	HETR	2760	8	2	16	1.07
Spring 2014	HETR	2770	8	4	32	2.13
Spring 2014	HETR	2780	8	3	24	1.60
Spring 2014	HETR	2790	8	6	48	3.20
	HETR Total		57	27	180	12.00

USU Eastern HETR Enrollment/Completion/Employment

Heavy Equipment Certificate of Completion

Semester	Enrolled	Completed	Employed	% Completion	% Employed
Spring 2013	12	11	5	92%	45%
Summer 2013	10	7	3	70%	43%
Fall 2013	7	7	3	100%	43%
Spring 2014	5	Current Semester			
Total	34	25	11	74%	44%

Trucking Certificate of Completion

Semester	Enrolled	Completed	Employed	% Completion	% Employed
Spring 2013	8	5	5	63%	100%
Summer 2013	13	9	7	69%	78%
Fall 2013	10	5	4	50%	80%
Spring 2014	8	Current Semester			
Total	39	19	16	49%	84%