

Yavapai
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Gunsmithing

Academic Program Review

2005 - 2006

The Office of Instruction
The Office of Institutional Research

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GUNSMITHING

ACADEMIC PROGRAM REVIEW

2005 - 2006

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A. Mission, Goals and Planning

Mission Statement

The mission of the Yavapai College Gunsmithing Program is to provide high quality learning opportunities ultimately producing qualified craftsmen for our nations sporting arms industry.

Goals

The goal for the Gunsmithing Program at Yavapai College is a quality program that fills the needs of students, employers and customers by providing:

Students with

- Career goals and opportunities
- Personal enrichment
- A model program

Employers with

- A pool of institutionally trained applicants possessing skills applicable to their particular needs.

Customers with

- Certified or Degree holding technicians vs. self trained hobbyists.

Program Outcomes

Students awarded the AAS degree or those completing 40 credit hours of gunsmith training will be competent in:

1. Procedures necessary in the customization and repair of various firearms.
Assessment: Lab assignments
2. Professional application of skills in this generally self-taught trade.
Assessment: Customer and employer feedback
3. Recognizing the many different aspects of their chosen career, becoming as well rounded as possible.
Assessment: Written and verbal testing

The Gunsmithing Program presents three options: The Journeyman Certificate, the Associate of Applied Science Degree in Gunsmithing, and eleven individual classes, the later eleven are quite popular with retirees, students with physical challenges or anyone else unable or not willing to commit to a 40-50 hour school week. Descriptions are below.

Journeyman Certificate

The Journeyman Certificate is rarely pursued. Consisting of (31) credit hours of General Education and Gunsmithing courses it contains primarily the foundation for the second year of the degree. If a persons interest lies in wood rifle stocks or metal finishing this is a good choice.

Associate of Applied Science in Gunsmithing

The Gunsmithing Associate Degree is designed to provide students with the skills necessary for employment in entry-level positions in firearm or machine shop industries. Students must complete sixty-four (64) credit hours of General Education and Gunsmithing courses.

Individual Courses

Basic Engraving
Advanced Engraving
Professional Engraving
Gunsmithing Practicum
Advanced Gunsmithing Practicum
Independent Study Gunsmithing

Handgun I (quick start)
Rifle Barreling (quick start)
Gunstock Checkering (quick start)
Machine shop I (quick start)
Machine shop II (quick start)

Historical Sketch

Yavapai College started offering Gunsmithing classes in the early 1980's.

In 1998 the format was changed from a two-year 4 semester program to a one-year accelerated program which proved to be a failure. By 1999 all faculty left and the program put up for review.

In late 1999 a decision was made to reinstate the 2 year format. Under direction of Doug Wood, former Assistant Dean of the Public Services Division the following changes were made. Alan Lohr was hired to fill the full time faculty position. Space occupied by Gunsmithing was reduced by approximately 1900 sq. ft. to be taken over by purchasing, reproduction and shipping/receiving. Excessive machinery, benches and supplies auctioned

Fall 2000 full time classes resume with 1 full time and 2 adjunct Instructors.

Fall 2001 enrollment is running at full facility capacity with 1 full time and 5 adjunct Instructors. With this accomplished we were told by former Provost Bob Salmon to maintain existing enrollment due to the master plan calling for relocation of the program.

Major course modifications were made to the curriculum in 2003 – 2004 due to student assessment and observations by the teaching staff. Nothing was removed or added; changes encompassed further clarification, balancing and rescheduling. During this period our first international students were accepted.

Changes in 2004. Alan Lohr is re-titled Director of Gunsmithing, Doug Wood retires and Dave Marshall steps in as interim Assistant Dean of Public Services.

More reorganization comes in 2005 when John Morgan Assistant Dean of the Chino Valley Agri-Business Division takes executive control of the Gunsmithing program. Gunsmithing faced increased challenges due to the lack of immediate authorized signatures and accessible clerical assistance.

Currently the Gunsmithing program is still operating at full capacity controlled only by the facility that houses it. The hours of operation are 8am-10pm Monday thru Thursday and 8am-5pm Friday and Saturday. Lohr instructed 31.6 load hours last semester added to his expected duties as program director. Our adjunct staff is also working near capacity to ensure a quality education for all that are accepted into this unique program.

Need for Program

There are literally millions of firearms in the USA. Ranging from automatic weapons used by our military and police to airguns used in training and competition. In between these two extremes lie the majority of our nation's guns and owners. Firearms are in our culture, with the chance of them being eradicated practically zero. Combine this with the fact that firearms are machines and machines consist of mechanisms and mechanisms break requiring repair by a Yavapai trained Gunsmith.

Gunsmiths in the US are under very strict control by the following Federal agencies. The U.S. Department of Justice (USDOJ), the Bureau of Alcohol, Tobacco, Firearms and Explosives (BATFE), and the Tax and Trade Bureau (TTB), as well as any applicable local law enforcement agencies. Over the past ten years these divisions of the Federal Government have pretty much put the self trained, hobbyist gunsmith out of business. This is not particularly a bad thing in that a professionally trained, certified Gunsmith now has less competition, becoming more in demand by default.

Currently there are 5 accredited colleges in the nation that offer gunsmithing classes. Of these we reportedly rank near the top in comparison, while some would say Yavapai is the best. Many local residents take pride in this fact.

Employment Outlook

The annual average production of firearms was 3,997,528, almost 4 million per year for the last quarter century. A qualified gunsmith should have no trouble finding a firearm to repair or customize.

We have an ongoing list of employers in the market for talented graduates. It is not uncommon for good students to have jobs lined up 6 months before graduation. The demand is much greater than we or all 5 schools combined can provide. This semester our program was unable to fill 12 requests for gunsmiths. Inquiries originate throughout the nation.

Academic Program Planning and Current Goals

Our current goal is to maintain full classes. The facility is full.

B. Student, Class, and FTSE Profile/Trends

Student Profiles

In fall 2000, the demographic makeup of the gunsmithing (GST/MET) students indicated:

- 94% male enrollment
- More than 8 out of 10 white ethnicity
- More than 70% Yavapai County residents
- Majority attended Yavapai College part-time (58.1%)
- More than two-thirds were age 40+

GST;MET PROGRAM DEMOGRAPHICS

SEX	2000 FALL		2001 FALL		2002 FALL		2003 FALL		2004 FALL	
	Count	Col %	Count	Col %	Count	Col %	Count	Col %	Count	Col %
Female	2	6.5%	4	10.3%	4	8.3%	3	7.3%	7	13.5%
Male	29	93.5%	35	89.7%	44	91.7%	38	92.7%	45	86.5%
Not Reported										
Total	31	100.0%	39	100.0%	48	100.0%	41	100.0%	52	100.0%

ETHNIC	2000 FALL		2001 FALL		2002 FALL		2003 FALL		2004 FALL	
	Count	Col %	Count	Col %	Count	Col %	Count	Col %	Count	Col %
Non-Resident Alien										
Black, non-Hispanic										
Native American							2	4.9%	4	7.7%
Asian										
Hispanic					1	2.1%	1	2.4%	1	1.9%
White	25	80.6%	33	84.6%	41	85.4%	33	80.5%	45	86.5%
Other	6	19.4%	6	15.4%	6	12.5%	5	12.2%	2	3.8%
Not Reported										
Total	31	100.0%	39	100.0%	48	100.0%	41	100.0%	52	100.0%

RESIDENCE	2000 FALL		2001 FALL		2002 FALL		2003 FALL		2004 FALL	
	Count	Col %	Count	Col %	Count	Col %	Count	Col %	Count	Col %
Yavapai County	22	71.0%	21	53.8%	27	56.3%	14	34.1%	25	48.1%
Other AZ County	6	19.4%	9	23.1%	9	18.8%	12	29.3%	12	23.1%
Out of State	3	9.7%	8	20.5%	12	25.0%	13	31.7%	14	26.9%
Out of Country							1	2.4%	1	1.9%
Not Reported			1	2.6%			1	2.4%		
Total	31	100.0%	39	100.0%	48	100.0%	41	100.0%	52	100.0%

RETURN STATUS	2000 FALL		2001 FALL		2002 FALL		2003 FALL		2004 FALL	
	Count	Col %	Count	Col %	Count	Col %	Count	Col %	Count	Col %
Continuing	13	41.9%	15	38.5%	30	62.5%	20	48.8%	28	53.8%
Returning	7	22.6%	5	12.8%	4	8.3%	3	7.3%	4	7.7%
New	11	35.5%	19	48.7%	14	29.2%	18	43.9%	20	38.5%
Total	31	100.0%	39	100.0%	48	100.0%	41	100.0%	52	100.0%

LOAD	2000 FALL		2001 FALL		2002 FALL		2003 FALL		2004 FALL	
	Count	Col %	Count	Col %	Count	Col %	Count	Col %	Count	Col %
Part-Time	18	58.1%	24	61.5%	25	52.1%	23	56.1%	29	55.8%
Full-Time	13	41.9%	15	38.5%	23	47.9%	18	43.9%	23	44.2%
Total	31	100.0%	39	100.0%	48	100.0%	41	100.0%	52	100.0%

AGE	2000 FALL		2001 FALL		2002 FALL		2003 FALL		2004 FALL	
	Count	Col %	Count	Col %	Count	Col %	Count	Col %	Count	Col %
Under 20	5	16.1%	4	10.3%	3	6.3%	5	12.2%	14	26.9%
20 to 24	2	6.5%	6	15.4%	9	18.8%	6	14.6%	5	9.6%
25 to 29	1	3.2%	1	2.6%	6	12.5%	6	14.6%	4	7.7%
30 to 39	2	6.5%	8	20.5%	7	14.6%	2	4.9%	4	7.7%
40 to 49	4	12.9%	6	15.4%	6	12.5%	7	17.1%	11	21.2%
50 to 59	13	41.9%	11	28.2%	12	25.0%	8	19.5%	9	17.3%
60 and over	4	12.9%	3	7.7%	5	10.4%	7	17.1%	5	9.6%
Not Reported										
Total	31	100.0%	39	100.0%	48	100.0%	41	100.0%	52	100.0%

A comparison to the fall 2004 database indicates:

- Enrollment remains predominately male (86.5%)
- Ethnicity reflects shift in enrollment with increases in with Hispanic (1.9%) and Native American (7.7%). White ethnicity remains high with 86.5% of enrollment.
- Residency – 48.1% from Yavapai County, 23.1% from other AZ counties and 26.9% from out of state.
- Majority of students attend Yavapai College part-time (55.8%)
- Increased enrollment among students under age 20 years (26.9% of enrollment)

Class and FTSE Profiles

The following table provides a five year review of FTSE in the gunsmithing program.

Academic Year	2000-01	2001-02	2002-03	2003-04	2004-05
Number of Sections	6	10	9	10	10
Average Enrollment	10.3	10.0	13.6	11.5	12.3
Percent Capacity	38%	45%	54%	47%	48%
Total Registrations	62	100	122	115	123

Courses Include: GST;MET
Independent Study courses excluded.

- Total registrations have doubled since 2000/2001
- The number of sections have increased from 6 in 2000/2001 to 10 in 2004/2005
- Average class size shows continues to grow (12.3 in 2004/2005)
- Annual FTSE has increased by 65% from 15.1 in 2000/2001 to 24.9 in 2004/2005
- Note: Evening and week end classes have contributed to increasing FTSE.

Term	FY2000-01	FY2001-02	FY2002-03	FY2003-04	FY2004-05
Fall	13.6	22.4	26.7	21.6	27.8
Spring	11.6	24.6	26.3	23.9	21.9
Summer	2.5	0.0	0.0	0.0	0.1
Short	0.1	0.0	0.0	0.0	0.0
OEOE	0.0	0.1	0.0	0.0	0.0
Annualized	15.1	23.6	26.6	22.8	24.9

Courses include: GST;MET

Grades

Over the past five years more than three-fourths of the students received a passing letter grade of C or better. The most frequently earned grade was A. Withdrawals from GST courses over the past five years ranged from a low of 5% in 2001/2002 to a high of 16% in 2004/2005. Students receiving failing grades range from 1% in 2000/2001 to 7% in 2003/2004. The high withdrawal rate in 2004/2005 may be attributed in large part to students' underestimation of the program requirements. A screening process currently in effect is expected to minimize withdrawals.

GST;MET Grade Distribution Summary

Grades	A	B	C	D	F	G	I	P	S	U	V	X	W	We	TOTAL
Year 2000-2001	52	22	5	1							7	6	4	1	98
Year 2001-2002	65	25	9		1		1				9	11	7		128
Year 2002-2003	77	33	9	1			2				12	14	7	1	156
Year 2003-2004	65	19	8		3		3				17	10	15	1	141
Year 2004-2005	65	18	8	2	8		3				17	20	19	2	162

A, B, C, D, F = Traditional letter grades

G, P = Course in progress, I = Incomplete

S = Satisfactory, U = Unsatisfactory, V = Enrichment

X = Drop, W = Withdrawal (regular)

We = Withdrawal (enrichment)

C. Curriculum Analysis

Curriculum and Course Content

Review of Gunsmithing curriculum is an ongoing process with input and suggestions gleaned from students, instructors, employers, and program graduates. It has always been the intent to keep our curriculum current and learner centered and all changes over the years have been driven by those principles.

Since the resumption of the two year Gunsmithing program and the publication of the requirements for the GST Certificate and AAS for GST in the 2000-2001 General Catalog, several changes have been made in the courses required to be completed.

Course outlines and syllabi have been reviewed and updated by faculty each year. The Director of Gunsmithing writes the majority of course syllabi each semester and reviews the rest providing feedback and making suggestions for improvements to individual staff members.

Instructional Delivery

Because we are preparing students to work with firearms, much of the Gunsmithing instructional delivery attempts to simulate practices common to this trade. Although content is covered using lecture, class discussion, videos and demonstrations, students are also required to complete the stringent practical portion prior to completion of this program.

In-Class Assessment

Recently, a great deal more attention and effort has been given to the improvement of assessment methods by the Agri-Business Division. The review of data from the in-class assessment of student learning outcomes is now a major part of our Outcomes Assessment Plan. In-class assessment results have been reported by all instructors for both the fall 2005 and will continue in spring 2006 for all course outcomes that match program outcomes. Greater sharing of assessments between instructors has begun and much discussion comparing the best methods of evaluating student achievement of outcomes is occurring quite frequently.

D. Program Faculty and Personnel

Our Instructors are the reason our classes continue to fill.

Full-Time Faculty

In August of 1999, Alan Lohr began work as lead faculty for the Gunsmithing Program. Yavapai College had made room in the budget for a full time faculty position, to be hired with the express intent of restarting this program. There was definitely interest in this program due to the fact that there are only 5 accredited schools of this type in the country. In 2004 Alan was retitled Director of Gunsmithing to match the duties he performed. Since then there has been no full time faculty in the Gunsmithing program. All classes are being taught by adjunct faculty and the Director who instructs on average of 44 load hours per year.

Alan Lohr holds a AAS in Gunsmithing from Yavapai College with a total of 30 years of machine tool experience, 10 years in the firearm industry, owner of AKL Precision Gunsmithing and 8 years of service for Yavapai College. He remains the closest thing we have to a full-time Gunsmithing faculty member.

Current Adjunct Faculty

There are several adjunct faculty members who are teaching GST courses in the 2005-2006 academic year. They all are self employed sharing first hand information from their field of expertise with our students. They are as follows:

Rachel Wells - Has 23 years of service at YCC and 30 years of experience in firearm engraving. Owner of Wells Sport Store

Robert Szweda - Associates Degree with 18 years of service at YCC. Owner of RMS Custom Gunsmithing

Kent Singletary – Associates Degree and 16 years of experience in Gunsmithing. Owner of KS Custom

Dan Pedersen – Associates Degree and 10 years of experience in Gunsmithing. Owner of Classic Barrel and Gunworks

Bill Tompkins – GST Certificate and 10 years of Gunsmithing experience.

All adjunct instructors have been credentialed to teach community college. One can easily see that so many adjunct instructors are needed because there is only one unofficial full time faculty member. We are in the process of growing to allow another full-time faculty member for this program. At the present time, more courses are taught by adjuncts than by a full-time instructor. All of these adjunct instructors have eminent experience in their field, some with specialties which are very valuable to the program.

Administrative and Support Personnel

The Gunsmithing program is currently part of the Agri-Business Division under direction of Director of Gunsmithing, Alan Lohr. Supervision of the Gunsmithing program is handled by the Director. Hiring, orientation, supervision, and evaluation of adjunct faculty fall upon the Director. The Director is responsible for marketing, future development of classes, course and program modifications based on input from employers, instructors and students as well as the scheduling of classes and instructors. Monitoring of the Gunsmithing budget, the purchase of supplies, machinery and machine maintenance are also the Directors concerns.

The Gunsmithing program has been and currently is housed on the Prescott campus, support personnel for Gunsmithing is currently located in Chino Valley.

Professional Development/Achievements/Contribution to College and Community

- All students and staff are NRA members.
- Instructors frequently attend summer classes to broaden their window of expertise.
- Alan Lohr started the Tuesday night trap shooting league for students, instructors and community members.
- Students and the gunsmithing staff participate in community clean up; this made the Prescott paper but not the college news.
- Y.C. Gunsmithing dept. purchased and maintains the firearms for our campus police.
- Y.C. Gunsmithing dept. assists Science dept. with construction of dolphin skeleton.
- Y.C. Gunsmithing alumni places first in Fall trap league.

Support from Other Areas

As a college program, we use the following Yavapai College support staff.

- The library has purchased, housed and monitored books and magazines for the program that students would need.
- Counseling and advising have always done their best to keep up with our special entrance needs and to help answer student questions
- Registration has been most helpful with our international students. For students unable to register in person the on-line registration is a frustration.
- ITS does a very good job of maintaining the equipment in our dirty, dusty environment.
- Receiving and the mail center do an efficient job of accepting and delivering student packages.

E. Facilities, Equipment, Materials, and Financial Resources

Facilities, Equipment and Materials

Facilities

The facilities that house GST continue to deteriorate; roof leaks, walls leak, door jams and floors show serious water damage, benches, floors, walls, need paint. The cause of this may be due to the rumor that buildings 5,6,&7 were to be destroyed. Precious space was lost in 1999/2000 due to the restarting of the program, this space was never reacquired. Air conditioned, carpeted space now serves as a storage area for archives, air filters and desk parts. This space also became the new home for shipping/receiving and repro. In order to grow the program, the college needs to restore instructional space to the square footage previously held by GST!! There is no curb appeal to potential gunsmithing students in view of the double wide in front of building 7 which was supposed to be gone a couple years ago. In addition to the doublewide, two storage containers were added at the front door of the gunsmithing area.

Equipment

The majority of our equipment is old but adequate, the newest piece being purchased in 2000. If more space is allotted a few more machines would be put to good use. The hiring of a machine maintenance person might help keep the machinery in operating condition. The Director currently repairs the equipment during the summer months.

Financial Resources

The money allotted for Gunsmithing is adequate. It needs to be reallocated but the bottom line is good.

F. Advisory Committee and Partnerships

Advisory Committee

The Gunsmithing program originally had a non-functioning Advisory Committee their input was limited to local ideas. Another problem that was observed, no one wanted to tell any of their “secrets” for fear that the others in the meeting might take their customers.

In 2000 Alan Lohr suggested that since we draw our students’ nationally as well as internationally. Why don’t we gather input from outside the immediate area? This is working well, once a year we attend the SHOT show meeting and talking to people including: the Vice President of Ruger, the Owner of Krieghoff International the owner of Les Baer, the owner of Ed Brown, the owner of Robar, the owner of Brownells, the owner of Midway, among others, the list goes on. These are companies and corporations that hire a lot of people and operate on very large budgets. Their comments are good and we need their foresight. The obvious problem was they have big businesses to run and won’t attend a chat session at Yavapai College. So, we go to them, once a year.

Additional input comes from our adjunct faculty. The majority of them operate their own full time gunsmithing business locally. Students also make their opinions known when it comes to how they spend their money and what they expect for it.

If a local advisory committee would be seen as mandatory, the question would be who would serve on it? The majority of qualified people in the local area are currently employed as adjunct faculty.

Partnerships

Gunsmithing has no partners.

G. General Outcomes

Student Evaluation of Instructors and Advising

In the past evaluation of instructors has been almost impossible due to the modular format of GST. For example GST 100, 150, 200 & 250 are 10 credit courses. Within any one of these courses there may be as many as 4 individual classes, not always taught by the same instructor. The current evaluation forms do not address any specific portion or instructor. This situation gives us unreliable information. A problem can not be corrected if one can't be recognized. Currently students are using the general form and asked to write in comments and concerns.

Retention

Student retention in GST is a very big concern, we lose 10 credits for each full time GST student that drops or withdraws. The program is structured in a way that there is only one start time every fall. This all means that the 15-17 students we start with day one must be retained for two years. The majority of losses has been identified and can be tracked back to 3 categories of students. First, young students. Second, older retirees. Third, students with physical disabilities such as back problems. Due to the lack of space and the inability to over load classes the following changes have been put into place in an attempt to maximize retention. First, we raised the minimum age to 21 yrs. or military service; this is the minimum age to purchase a handgun. Second, added more stand alone courses that will substitute for the equivalent course buried within the 10 credit module. Third, this one is a little harder to handle due to discrimination however every attempt is made to inform future students in less than good physical condition that this program is physically taxing and will not be easy. It all boils down to the fact that our Gunsmithing program is very intense and not every one can handle it.

There is no room in the GST program for sub-standard performance, this leads to the degradation of the program and our graduates. This may also be part of the reason why so many "A's", drops and withdraws. The incompletes were awarded for student medical issues.

H. Student Outcomes Assessment Plan

Assessment Indicators from Studies

Beginning in 2003-2004, all college divisions and programs were directed to develop a written Student Learning Outcomes Assessment (SLOA) Plan as a result of recommendations made by The Higher Learning Commission of the North Central Association of Colleges and Schools. This recommendation came as a part of the accreditation effort made by the college which included an exhaustive internal Self-Study Report and a report by the external NCA Evaluation Team, following their April 2003 visit to our campus. This Outcomes Assessment Plan has guided our curriculum improvement efforts for the past two years as we continue to refine and revise our Program and Course Outcomes and gather student learning outcomes data to support and suggest such needed changes.

Currently we are using the Agribusiness's model for student assessment which surpasses all of the requirements of the NCA

Licensure

The licensing required for gunsmiths is issued through Bureau of Alcohol, Tobacco Firearms and Explosives (BATFE). It consists of thorough background check and the inspection of your business. This can not be applied for as part of the curriculum because they record where the work will be performed, there must be a physical address for each license.

I. Future Trends

The annual average production of firearms was 3,997,528, almost 4 million per year for the last quarter century. A qualified gunsmith should have no trouble finding a firearm to repair or customize.

There is not much new in the area of firearms. Most guns are based on 100 year old designs. What does change is what game will be popular this year. It looks like the (BPCR) Black Powder Cartridge Rifle has been growing; also the (SASS) Single Action Shooters Society) is also very popular. I would also expect shotgun customizing and repair to grow due to the (SCTP) Scholastic Clay Target Program

J. Strengths and Concerns

Strengths

Instruction

Instruction within the department is very much in line with industry standards. Yavapai graduates are performing very well on the job and highly sought through out the nation.

Faculty

The entire Gunsmithing faculty operates their own businesses in the field of firearms. They bring first hand experience to class weekly.

Tuition

At this time tuition is reasonably priced.

Concerns

Attrition

Drop outs are a big problem. Most of our losses are due to the students under estimation of what is required, even when told upfront. This program is not hobby or enrichment driven. Most dropouts when asked why, respond "it is too hard or, I didn't want to know this much".

Facility

The facility is an embarrassment when compared to other colleges that offer Gunsmithing courses. Will the current building be attended to or will the program be relocated?

Relocation

If relocated will it be of adequate square footage to promote growth? If the Gunsmithing program is moved where will it go? There are EPA and Federal licensing issues that will surface if moved.

Faculty

The entire GST adjunct faculty has full time employment; of these instructors none need to teach to survive. How far will part time instructors drive for what they earn? Will there be an adequate pool of qualified gunsmiths locally to replace them if they choose not to commute. Bringing in a full time instructor will cost much more than the adjuncts, and possibly not be as specialized in all required areas.

Work load

Gunsmithing program Director taught 31 load hours Spring 06, which is more than any other faculty member. This cost the program no additional money because he is a salaried employee. The concern is that he may burn out or lose incentive.

K. Recommendations

1. **Create more individual classes that will transfer into the 10 credit GST courses.** This will give our local retired tax payers the opportunity to take less than 10 credits per semester. Students with full time jobs and families would be able to take one or two classes per semester over several years and possibly earn a certificate or degree. And probably the best reason right now would be that these classes help level out the FTSE rollercoaster problem. There is no additional cost because they are run simultaneously with the appropriate portion of the 10 credit course.
2. **Hire additional adjunct faculty or part time help.** This will reduce the Directors work load to a more manageable level.
3. **Modify select courses to include more classic muzzleloader and possibly air gun content.** We don't offer any classes in either of these areas. They could fit nicely into the first semester's outcomes.

L. Action Plan

There isn't much to plan until it is decided on how the building situation will work out. Growth is being hindered by limited space.

OBJECTIVE #1`

Increase the number of stand alone courses within the program, increasing FTSE with existing space limitations

Activities:

1. Inquire of students, staff and concerned individuals on which courses to break out.

Cost: 0

Assessment: Number of students registering for these classes

Responsibility: Director

OBJECTIVE #2

Widen the focus of the program to include traditional muzzleloaders and 2 piece stocks

Activities:

1. Meet with advisory board, students and faculty by Jan 06
2. Revise course outcomes to reflect changes

Cost: 0

Assessment: Number of negative responses from program assessments

Responsibility: Faculty, Director