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| **COURSE INFORMATION** |

**MAG 20 – EQUIPMENT TECHNICIAN**

**Fall 2020 – Code: 56040**

**Diesel Engines, Service Fundamentals & Machine Systems**

**Lecture – Engines M, W 8:00-9:30 AGM Shop**

**Lab – Diesel Engines M, W 10:00-11:50 AGM Shop**

**Lab – Service Fundamentals M, W 1:00-1:50 AGM Shop**

**Lecture – Service Fundamentals M, W 2:00-2:50 AGM Shop**

**Lecture – Machine Specific Systems F 8:00-9:30 AGM Shop**

**Lab – Machine Specific Systems F 10:00-12:50 AGM Shop**

**Instructors: Larry Dinis** **Office Hours:** Monday – Thursday

Office: AGM 5 3:00-4:00

Office #: 638-0300, Ext. 3151 Virtual Friday 10-11

E-mail: larry.dinis@reedleycollege.edu

**Cory Withers** **Office Hours:** Monday & Wednesday

Office: AGM 5 3:00-4:00

Office #: 638-0300, Ext. 3736

E-mail: cory.withers@reedleycollege.edu

**Mo Tabutol Office Hours:** Monday & Wednesday

Office: AGM 5 12:00-1:00

Cell # 859-8020

E-mail: moebeta2002@yahoo.com

**Course Description** 11 Units 8 lecture and 9 lab hours per week

Basic Skills Advisors: Eligibility for ENGL 125, ENGL 126, and MATH 101

Subject Prerequisites/Advisories: None

This course provides in-depth instruction in diesel engines, service department skills and expectations, and specific instruction on agricultural and construction machines. The design and construction of diesel engines, principles and theories of operation, and disassembly and reassembly of engine components will be covered. Instruction on technical reference materials, parts and service books, computer systems and programs used by the service technician will be covered. Students will also receive training on the service and operation of various machine and engine systems common to the equipment industry.

**Required Text:**

1. CDX Fundamentals of Medium/Heavy Duty Systems & Engine Access Card 1 yr
	1. ISBN – 9781284191820 (On-Line Subscription)
2. Note Book and Binder
3. MAG 20 Lab Book
4. On-Line Training Modules Subscription – Caterpillar
5. Required: 8” – 10” Tablet, I-Pad or Laptop (Cell Phones will not be allowed)
6. Required: Stapler

**(By second week of school).**

**Required Materials:**

* Approved **clear** eye protection/safety glasses (Z87.1 A.N.S.I.)
* Approved foot wear – **Work Boots with non-slip soles**
* Two work shirts (approximately $60)

TKO Apparel

859-6074

**Student Learning Outcomes**

**Upon completion of this course student will be able to:**

* *Successfully perform a diesel engine overhaul.*
* *Properly service, maintain and operate construction and agricultural equipment*
* *Enter the work force with the knowledge base, work ethic and employability skills required to become an equipment technician.*

**Engines Objectives**

1. Demonstrate the proper safety procedures related to diesel engine rebuild environment
2. Demonstrate the proper use of lifting tools
3. Explain the theory and operation of a four-stroke engine
4. Explain compression ratio as it relates to a diesel engines
5. Demonstrate troubleshooting techniques used in industry
6. Utilize service literature for maintenance, service and repair practices
7. Demonstrate component rebuild of basic diesel engine components
8. Identify engine system components
9. Describe the function of engine subsystem components
10. Analyze and Identify the reusability of diesel engine components
11. Demonstrate proper torqueing techniques used on diesel engine repair
12. Demonstrate the ability to remove and install cylinder sleeves
13. Demonstrate ability to diagnose and repair common engine starting problems

**Service Fundamentals Objectives**

1. Demonstrate proper safety procedures common to repair facilities.
2. Demonstrate proper safety as applied in the use of hand tools
3. Demonstrate the ability to use precision measuring tools
4. Exhibit the use of service literature (Service Information Systems) including repair manuals and computerized/ web based resources
5. Define and describe the goals, objectives and corporate structure related to company operations
6. Demonstrate the use of industry service reports
7. Identify company product lines
8. Understand the importance of MSDS sheets
9. Define the role of various safety organizations that pertain to the equipment repair industry including MSHA and OSHA
10. Demonstrate the ability to complete forms, time cards, and other written forms of communication

**Machine Systems Objectives**

1. Demonstrate proper safety procedures related to construction and agricultural machine operation
2. Perform walk around inspection on construction and agricultural equipment
3. Identify components on various types of construction and agricultural equipment
4. Demonstrate service procedure on different construction and agricultural equipment types
5. Demonstrate proper implement hitching and unhitching on construction and agricultural equipment
6. Effectively complete lift truck operation training
7. Identify service points on construction and agricultural equipment

**Course Outline**

The instructor will determine the order in which the following will be presented and developed. It is also probable that several skills may be served by the same assignment.

A. Introduction to Diesel Engines

 1. Safety

 2. Tools and equipment

 3. Engine oil and diesel fuel

 4. Cycle operation/combustion chamber

 5. Basic engine compression

 6. Engine disassembly

B. Diesel Engine Components and Service

 1. Cylinder block

 2. Camshaft

 3. Crankshaft

 4. Piston and rings

 5. Cylinder head and valves

C. Diesel Engine Systems

 1. Air intake systems

 2. Exhaust systems

 3. Cooling systems

 4. Lubricating systems

D. Fuel Injection Systems

 1. Governors

 2. Emission control

 3. Fuel injection nozzles and holders

 4. Lubricating

E. Electrical Systems

 1. Electricity and magnetism

 2. Electrical systems

 3. Batteries

 4. Starting systems

 5. Charging systems

F. Troubleshooting Diesel Engines

 1. Proper starting procedure

 2. Diagnosis

 3. Tune-up

G. Introduction to Machine Specific Instruction

 1. Role of equipment technician

 2. Technical reference material

 3. Machine/shop safety

**Engine Labs**

1. Engine Data *(estimated completion time 3hrs)*

2. Four Stroke Operation *(estimated completion time 3hrs)*

3. MEUI Fuel System *(estimated completion time 3hrs)*

4. Compression Ratio Calculations *(estimated completion time 1hrs)*

5. Piston Group Orientation *(estimated completion time 1hrs)*

6. Crankshaft Measurement *(estimated completion time 2hrs)*

7. Piston Connecting Rod and Ring Measurements *(estimated completion time 3hrs)*

8. Camshaft Measurements *(estimated completion time 2hrs)*

9. Cylinder Block Measurements *(estimated completion time 3hrs)*

10. Cylinder Head Measurements *(estimated completion time 3hrs)*

11. SIS Engine Parts List *(estimated completion time 3hrs)*

12. Engine Rebuild Procedure *(estimated completion time 12hrs)*

13. Valve & Jake Break Adjustments *(estimated completion time 3hrs)*

14. Engine Starting Procedure *(estimated completion time 2hrs)*

15. Dynometer Procedures *(estimated completion time 6hrs)*

**Service Fundamental Labs**

1. Selma Dealer Visitation *(estimated completion time 5hrs)*

2. SIS (Service Information Systems) *(estimated completion time 6hrs)*

3. Reading Micrometers *(estimated completion time 6hrs)*

4. Reading Dial Indicators *(estimated completion time 3hrs)*

5. Fastener ID/Torque Rating *(estimated completion time 3hrs)*

6. Fastener Repair *(estimated completion time 3hrs)*

7. Technician Tools

**Machine** Labs

1. CAT Product Line
2. Lift Trucks – Inspection and Operation
3. Lift Trucks – Move and Stack Bins
4. Lift Trucks – Obstacle Course
5. Lift Trucks – Field Lifts or Skid Steer Loaders with Forks
6. Ag Tractors – Inspection and Controls
7. Ag Tractors – 3 point Hitching
8. Ag Tractors – Backing a Towed Implement
9. Ag Tractors – Power Take Off
10. Backhoe Loaders – Inspection and Controls
11. Backhoe Loaders – BHL Operation of Backhoe
12. Backhoe Loaders – BHL Operation of Loader
13. Skid Steer Loaders – Inspection and Controls
14. Skid Steer Loaders – Loader Operation
15. Skid Steer Loaders - Attachments
16. Wheel Loaders – Inspection and Controls
17. Wheel Loaders – Loader Operation
18. Track Type Tractors – Inspection and Controls
19. Track Type Tractors – Operation
20. Excavators – Inspection and Controls
21. Excavators – Operation
22. Project

**Attendance**

Lecture: Attendance is required and roll will be taken at each class meeting. There is no difference between an “excused” or “unexcused” absence. A “tardy” is considered an absence unless the student contacts the instructor at the end of class to change the status from absent to tardy. Two tardies will count as one absence. Any student who misses four class sessions within the first nine weeks of class may be dropped from the class by the instructor. Greater than four absences for the entire semester will result in a failing grade. Your attendance rate must be greater than 85% for the semester.

Lab: **Attendance in all labs is mandatory**. Students must make prior arrangements with the instructor to be excused from lab. At that time, the instructor will determine what, if any, make-up work will be appropriate.

Tutoring: All students are required to attend one hour of tutoring for each MAG class he/she is enrolled in. There will be periodic checks on attendance and a point value will be assigned to your grade. This tutoring requirement is designed to greatly improve your grades and acquisition of the subject matter. Those students who truly utilize this time will vastly improve their grades and attainment of the skills and knowledge needed to be an equipment technician.

* Must use your ID to log in and out; this is important as it is how your time will be tracked.
* Must use this time to study. Ask for help on difficult content covered in class, and complete assignment/labs.
* This time is not for listening to music, Facebook, You-Tube videos, and just visiting fellow students.
* If you clock in for tutoring you are expected to stay in the classroom. You may not clock in and leave for lunch.

Quizzes: There will be **no** make-ups for quizzes.

Tests: Make-up tests are limited to students who have made arrangements with the instructor prior to the required testing period or those students who have been excused by the acting manager of Admissions, Veronica Jury.

On-Line Training: Students are required to complete on-line training modules in addition to regular lecture and lab work. Failure to complete modules in a timely manner will seriously affect your final grade.

Time Clock: All students are required to punch in and out of shop class on a daily basis. Failure to do so will result in an absence. Students are expected to only punch their own cards and cannot, under any circumstances, punch another student’s card. Misuse of the time clock system can result in removal from the class. A participation score is awarded for time cards. You must receive a **minimum of** **85%** on your time cards to pass this class.

**Grading Policy/Scales/Evaluation Criteria**

For maximum point consideration, all written assignments and term reports should be typed and double spaced. Lecture assignments (homework) will be accepted late up to the test for that unit of the course; however, late assignments will be penalized 10% of the possible points per day. Late laboratory assignments will be worth a maximum of 60% of the total points possible.

Point Distribution: 90% = A, 80% = B, 70% = C, 60% = D, 59% and less = F

Required attendance: **Minimum 85% to pass the class**

Assignments & Grades: **Engines** Assignments/Quizzes 16%

 Midterms/Finals 4%

 Lab Assignments 10%

 Lab Participation 10%

 **Service** Assignments/Quizzes 16%

 Midterms/Finals 4%

 Lab Assignments 10%

 Lab Participation 10%

 **Machine** Assignments/Quizzes 8%

 Midterms/Finals 2%

 Lab Assignments 5%

 Lab Participation 5%

**Cheating & Plagiarism**

In keeping with the philosophy that students are entitled to the best education available, and in compliance with Board Policy 5410, each student is expected to exert an entirely honest effort toward attaining an education. Violations of this policy will result in disqualification for the course.

**Accommodations for Students with Disabilities**

If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact the instructor as soon as possible.

**Work Ethic**

Most students are enrolled in college classes to obtain a quality job or to enhance their skills for advancement with the current employment situation. Employers look for a punctual, responsible individual who is prepare to go to work. Our goal is to replicate the workplace environment where a student can develop and demonstrate these desirable traits.

* Punctual: It is customary to arrive at least 15 minutes before work begins. Individuals will be terminated if they are not punctual.
* Responsible: It is expected that an employee work every scheduled work day. Individuals will be terminated if they are not responsible.
* Prepared: It is expected that an employee be prepared when he/she arrives for work. Students must have work shirts, safety glasses, and appropriate footwear to participate in the laboratory. If a student is not prepared, he/she cannot participate and will receive a zero (see “Responsible).
* Professional Appearance: Shirts are to be clean and tucked in at all times. Long pants, work shirts and work boots are required daily. **Failure to adhere to this policy will result in dismissal for the day.**

**Language** – English is expected to be spoken in class for the following reasons:

* All course content and materials are presented in English, and class discussions all take place in English.
* This policy is designed so that instructors and all students may communicate in a common language. Safety and the technical nature of this course requires clear communication.
* Appropriate language is expected at all times. Many people find cussing and vulgar language offensive so please be aware of your language when on campus or whenever representing the college.

**Behavioral Standards**

* Each student is responsible for his/her own work. Written assignments are not group assignments and no credit will be awarded for students who turn in the same work. Students suspected of cheating on tests and quizzes will receive no credit for that particular assignment and may be removed from the class.
* Turn off cell phones when in the classroom or shop.
* Texting in class is **unacceptabl**e. Cell phones are strictly prohibited in class and should not be seen. Unnecessary use of electronic devices will result in dismissal of the class for the day.
* Reedley College is a **Tobacco Free Campus**! No tobacco products of **any** form are allowed while on campus. This includes “E-Cigarettes”
* Sleeping is **not** allowed in class. If you cannot stay awake you should go home and get some sleep, or try going to bed at an earlier hour.
* This class is set for the semester. All doctor’s appointments, interviews, meetings with counselors, and other types of appointments should be scheduled during your time outside of class.

**Important Dates**

* Last day to drop and qualify for a refund August 21
* Last Day to drop a class and not receive a letter grade October 9
* Labor Day September 7
* Veterans Day November 11
* Thanksgiving November 26 & 27
* Finals Week December 7 – 11

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| **FINAL EXAM:** **Engines & Service Fundamentals/Machine Systems – Monday, December 7th @ 8am****The AED Exit Exam is MANDATORY for all graduating students. Cost is $60. Exam will take place at the end of the semester.****\*Final Exam is mandatory. Failure to participate will result in a non-passing grade** **\*Attendance is also mandatory (85%) – See Attendance Policy above.** |

**Mechanized Agriculture Program Standards**

The following standards are designed to help ensure that any students wishing to enroll in one or more MAG classes are well prepared for a rigorous course of study. This preparation consists of the following:

* Have strong HS grades, preferably a 2.5 GPA or above. The program is very technical in nature and there are considerable reading and writing requirements.
* Take an aptitude test and perform at or above a basic level. This test consists of mechanical reasoning, reading for comprehension and information, and computations. It is an indicator of both your ability and aptitude in this field of study.
* Have a mechanical background. This could be in the form of work experience, previous shop classes or hobbies that involve mechanics. If you have never worked on equipment or machines, or even your own vehicles, this may not be the program for you.
* Possess a strong willingness to learn and grow. A strong work ethic is essential to succeed in this program.
* Have a clean driving record, pass a drug test, and be employable.
* Students unable to enter a cohort for any of the above reasons may still sign up for a single, stand-alone MAG course.
* Students who enroll in a cohort and perform poorly should be counseled into single courses where there is a greater likelihood of success.

**Daily Program Expectations for All Students**

* Be willing and able to be in class every day. You will be required to punch a time clock in this program on a daily basis. This is job training. Three hours of lecture and three hours of lab is a job!
* Be an active learner – one who is prepared for class each day by bringing along required text materials, takes notes in class, and regularly prepares for lessons.
* Attend required study sessions each week. Each block scheduled class requires one hour of study hall each week. Successful students far exceed this requirement.
* Purchase or acquire the required textbook materials, online modules, uniforms and safety equipment for the program. Must be acquired by the end of the second week.
* Complete the required on-line instructional modules in a timely manner. These training materials reinforce what is taught in the classroom and shop. Students who take the on-line modules seriously consistently perform at the top of the class.

On-Campus:

As we return Fall 2020, there are procedures to help keep students, faculty, staff, and their families safe and compliant with state regulations.

Please modify these procedures so that they are appropriate for your own area.

**COVID 19 Safety Practices**

**Masks**: Students, faculty, and staff are required to wear masks that cover the nose and mouth when entering, exiting, while inside buildings and when unable to social distance. Students who have medical need can use face shields as an alternative.

**Handwashing**: Students are required to wash their hands or use hand sanitizer prior entering classroom or other campus buildings.

**Social Distancing**: Maintain a distance at least 6 feet apart from others while on campus.

**Cleaning**: Disinfect areas that students and the public touch frequently. Each service area should develop specific guidelines on frequency based on the nature of student contact.

**Ingress and Egress**: Shared spaces have, when possible, designated an entrance and an exit door to minimize congestion.

**Reminders**: If in an area where students congregate, it might be appropriate to remind students that they should not be on campus if they are experiencing symptoms, that they need to hand sanitize if they have not recently washed their hands, that they should be wearing their masks, and that they need to be 6 feet apart. Signage will be posted, but verbal reminders are appropriate as well, particularly for areas where students form lines.

**Equipment**

**Computers**: Most open computer labs are temporarily closed. Students are encouraged to bring their own computers from home, if possible. If they do not have a home computer, have them contact IT which will issue them a computer to use for the semester. These computers will be used in all locations, including computer labs.

**Faculty and Staff Computers**: Shut down all office and service area computers after every use. The fog used to disinfect rooms will corrode the computer if the fan is left running.

**HVAC**: Appropriate ventilation is an important preventative measure; however, do not assume that your classroom door or windows should be open. HVAC systems are being adjusted for appropriate airflow. If your area is on Central Plant or Package HVAC systems, opening the doors and windows decreases ventilation. If your building utilizes evaporative cooling or has no cooling system, doors and windows can be opened if appropriate for your classroom setting. For more information contact Building Services.

**Policy and Process**

All employees must complete the health screening every day they come to campus (on the portal page). If you are not feeling well, have been exposed to an individual who has tested positive for COVID-19, or you have tested positive for COVID-19, stay home and contact your supervisor immediately and contact Human Resources for information on leave options. Close contact is defined as “someone who has spent 15 minutes or more time within 6 (six) feet or less of individual who has been exposed or is positive for COVID-19 while unmasked. COVID-19 symptoms are fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.

* High risk individuals: For students and staff considered to be a member of a vulnerable population as a result of underlying medical conditions, age or other co-morbidities, or for those that need religious accommodation, are pregnant or nursing, or live with a person with compromised immunity, the College will work with internal partners, including Human Resources, student services offices, counseling, instruction and operations to provide additional, non-discriminatory protocols to reduce risk of infection. This will include a process for making requests for reasonable accommodations by an at-risk person through normal institutional processes. Human Resources and have developed a process through which faculty, staff, and students are informed about how to access the accommodations process on the College’s website.
* Symptomatic Students: If students are displaying symptoms of COVID, you are encouraged to remind them that they are not to come to campus with symptoms. Encourage them to go home and contact their healthcare provider or the Reedley College Health Services.
* Common COVID-19 Symptoms include, but are not limited to:
* Respiratory symptoms: cough, sore throat, shortness of breath
* Fever of 100.4 degrees F or higher or chills
* Review [CDC’s COVID-19 symptom](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) for a full list.

COVID 19 Positive Student: If you have a student who tells you he or she is symptomatic or positive for COVID 19, tell the student to stay home and notify your supervisor and Nurse Kelly Murguia.

1. You may be required to quarantine for 14 days based on the Fresno County Department of Public Heath guidelines.
2. Consider visiting an available testing site in the area.

**Enforcement of Policies**

We have all seen that there can be push back on COVID mask policies. We ask that you remind students that our policies are following legal mandates from our governor and CDC Guidance for educational areas. If students do not follow policies, we encourage you to use the following as a baseline for your response:

1. Remind students that the policy is a campus-wide policy.
2. Have an individual conversation/dialogue with the student about why they are not complying. Try to resolve the situation yourself.
	1. If they do not have a mask, refer them to the free mask sites.
	2. If the student has a medical concern about using a mask, refer the student to Health Services.
	3. Document your interaction using a COVID Compliance Flag in Starfish. This flag will not automatically be sent to the student; however, COVID health services information will be forwarded to the student.
	4. If the situation is resolved between you and the student, document it with the flag, but close the flag when resolved.
3. If the student still does not comply, remove the student from the class for the day. Immediately contact the Dean of Students, Shannon Solis to document the encounter.

We discourage you from calling the police unless the situation escalates to an emergency. Work with the Dean of Students and allow the Behavior Intervention Team to deal with the student and to coordinate with police as necessary. (Some of the details of the Starfish notification are still being developed. Anticipate a separate, more thorough, communication on this closer to the start of the semester.)

**Modifying Policies**

These policies may need to be modified for your own work situations.  In making these modifications, please consider the following:

* Most Effective Measures: The most effective measures are facial coverings, handwashing, social distancing, use of proper hygiene when sneezing or coughing, and enhanced cleaning.  If you must modify these policies, keep these practices in mind.
* Follow the directives set by the Chancellor of State Center Community College District (SCCCD), the Fresno County Department of Public Health, the California Department of Public Health and the CDC guidance for institutions of higher education.  Talk to your Dean or the College Nurse if you need clarification.

These practices were developed by the Reedley College COVID-19 Taskforce, with broad representation from faculty and staff from multiple areas of campus.  We all know that these are unprecedented times; this guidance is subject to change as the situation evolves.

Additionally, we know that unforeseen problems might arise.  If you have a question or concern that has not been addressed by this guidance, please contact your area’s vice president, or another member of the COVID-19 Taskforce, who will take the concern to the Taskforce for discussion.  The COVID-19 Taskforce will host open forum trainings during the first weeks of classes to provide updates, hear concerns, and discuss solutions.