

## OPERATIONAL CRITERIA FOR SKILLED AND TECHNICAL SCIENCES (STS) PROGRAMS

### Program Description

Skilled and Technical Sciences (STS) Programs prepare individuals for gainful employment, and include training for apprenticeship trades, technical, industrial, and service occupations. Skilled and Technical Sciences (STS) Education and training curricula are derived from occupational analyses, and involve students in hands-on development of job skills and related complementary skills. An integral part of the curriculum related to leadership and responsibilities of citizenship is provided through active participation in SkillsUSA or other state recognized leadership organizations. In addition the curriculum includes mastery of complementary technology, related mathematics and science, technical communication skills, drawing, art and/or design, occupational safety and hygiene, labor and industrial relations and management, and other directly related and supplementary experiences. All programs are approved by the Division of Professional-Technical Education using the following criteria:

1. The instructor is certified under the current state Occupational Specialist Certification Standards as specified by the division.
2. The program adopts current state approved competency-based curriculum for the program area.
3. A program advisory committee representative of business, labor, industry, minorities, and individuals in traditional occupations, provides input for the program. Advisory committee meeting should be conducted minimally twice a year.
4. Leadership development, generally provided through professional-technical student organizations, is integral to the program (SkillsUSA is the recommended group).
5. A budget exists for the program, fiscal records are maintained in accordance with state policies and guidelines, and the instructor is involved with its development.
6. Non-discriminatory counseling, curriculum design, lab procedures, and placement services are followed.
7. Safe, clean classrooms and laboratories are provided, and enrollments meet capacity standards based on available training stations as mutually established and recorded with the division.
8. A student follow-up is conducted by the instructor on all program completers during the third and fifth year following completion of the program.
9. Program completers are those students who have successfully completed 75 percent of the established competencies at an institution or school, and have completed the sequence of classes culminating in the capstone class.

10. Total instructional hours beyond the preparatory courses for an approved program must be at a minimum of 540 clock hours. During the program sequence, advanced level courses must include at least one multi-period block of instruction for a period of one year. The large amount of instructional hours is required in order for students to master the complicated tasks involved.
11. Student-teacher load should approximate 20-25 students for entry level classes, and is limited to 15-18 students for advanced level classes. Facility constraints and safety considerations require fewer students in STS programs.
12. All STS programs should be certified by a nationally recognized process when available. All Idaho STS curricula are based on national skills standards.
13. A technical skills assessment (TSA) is given to all students that are considered completers in the program. (Students that have gone through the complete sequence of classes and are in a capstone class at the time the TSA is given).
14. All Idaho STS programs must be articulated with at least one technical college and filed on the CATEMA system through the tech prep coordinator(s).

### Skilled and Technical Sciences Programs

- Architectural Drafting
- Automotive Technology
- Automated Manufacturing
- Aviation
- Cabinetmaking
- Collision Repair
- Cosmetology
- Culinary Arts (postsecondary only)
- Diesel Technology
- Electrical Apprenticeship
- Electronics Technology
- Energy Systems
- Environmental Science
- Graphic Communications
- Heavy Equipment Operator
- Home Technology Integration
- HVAC Apprenticeship
- Industrial Mechanics
- Janitorial
- Law Enforcement/Criminal Justice
- Masonry
- Mechanical Drafting
- Media Technology/Broadcasting
- Media Technology/Journalism
- Media Technology/Photography
- Plumbing Apprenticeship
- Precision Machining
- Residential Carpentry/Building Construction
- Small Engine Repair
- Truck Driving
- Welding
- Wind Energy