

# Professional Truck Driving Program Proposal



Presented to the South Dakota  
State Board of Education  
July 2016  
For Implementation  
Summer 2017



**Mitchell Technical Institute**  
1800 E. Spruce St. • Mitchell, SD 57301

## Mitchell Technical Institute

**New Program Proposal:** Professional Truck Driver

**Length of Program:** 16-week Certificate

**Number of Students:** 10 initial cohort  
16 target capacity

**Projected State Date:** Summer 2017

**Total Credits:** 14 credits

### Executive Summary:

Mitchell Technical Institute is requesting approval to offer a Professional Truck Driver Certificate. The trucking industry is the lifeblood of the U.S. economy with nearly 70% of all the freight tonnage moved in the U.S. put on trucks. To move 9.2 billion tons of freight annually requires over 3 million truck drivers. The American Trucking Association (ATA) estimates 48,000 drivers are needed immediately, increasing to 200,000 by 2020.

The trucking industry is facing a shortage of drivers. Despite the national unemployment rate of 4.7%, the trucking industry struggles to find enough qualified drivers. The current shortage of roughly 48,000 drivers is due to a multitude of reasons. First, many drivers are reaching retirement age and more than one-third of the current workforce will retire over the next ten years. Second, new regulations such as the Compliance, Safety, Accountability (CSA) program has pushed many drivers out of the industry. Third, new hours of service regulations yield productivity losses which means more drivers are needed. Finally, an increase in shipping means more drivers are needed to meet the growing demand. Most trucking companies are hiring all the time. It is a year-round endeavor, especially for the larger companies.

Driving a Commercial Motor Vehicle (CMV) requires a higher level of knowledge, experience, skills, and physical abilities than that required to drive a non-commercial vehicle. Mitchell Technical Institute can provide the proper training to ensure an adequate pool of qualified drivers in South Dakota and surrounding states. The ATA reported that while fleets are receiving applications for open positions, many of the applicants are not qualified. Mitchell Technical Institute intends to design the curriculum in alignment with the standards set by the Professional Truck Driving Institute, the only certification recognized by the trucking industry.

Carriers all across the country are experiencing a shortage of qualified drivers, which makes professional training from a certified program the logical first step in bridging the gap in this growing industry. Skilled and professional drivers are in demand and can expect good wages and benefits.

## Identification and Description of Program:

This 16-week certificate program will prepare non-traditional students for employment in the transportation industry as entry-level, over-the-road tractor-trailer truck drivers. Students will practice all maneuvers associated with deliveries and yard jockeying, freeway driving, speed and space management, communication and emergency situations.

This program includes classroom theory, U.S. Department of Transportation rules and regulations, safety, and behind-the-wheel road driving practice. Students will also spend time in the driving simulator.

## Objectives and Purpose of the Program:

The primary objective of this certificate program is to prepare students with the necessary skills to handle a commercial vehicle in a safe and professional manner. This objective will be met by providing a solid curriculum that includes simulator and driving experience. Course content is a combination of classroom and behind-the-wheel instruction. Students will receive 150 hours of classroom training, 30 hours of simulator training, and a minimum of 320 hours of internship training.

The objectives of this program include:

- Develop driving skills in maneuvering semitrailer equipment as required by the trucking industry.
- Acquaint students with safety regulations and precautions throughout the training program.
- Identify Department of Transportation laws and regulations governing truck traffic.
- Develop the proper attitude of responsible employees who will perform their duties in a manner that will be a credit to the occupation.
- Provide a general overview of the trucking industry, how it functions and what to expect as drivers.
- Acquaint students with driving on public streets and highways through applied “touch driving” experience in traffic.
- Adopt an effective and detailed approach to paperwork including map reading, route selection, cargo restrictions, and e-logs.

## Methods of Attaining the Objectives of the Program:

Once this program is approved, Mitchell Technical Institute will begin developing marketing and recruitment strategies to fill the initial Summer, 2017 cohort (10 students). Existing faculty will finalize course content, develop training schedules, secure internship partners, and establish an advisory board.

Industry is supportive of this program and will be instrumental in the initial development phase as well as its continued success. The letters of support acknowledge the need for a comprehensive truck driving program in South Dakota and industry's commitment of ongoing support.

Mitchell Technical Institute provides assurance that it possesses the resources and staff necessary to:

- Develop marketing materials and recruit students.
- Recruit and retain qualified staff and instructors.
- Develop and administer budgets.
- Make available textbooks and instructional resources.
- Provide career counseling to students.
- Evaluate programs and staff.
- Assist students with job placement.
- Provide services to non-traditional students.
- Provide classrooms and semitrailer equipment

## Description of Labor Market Demand:

South Dakota	Employment		Percent Change	Annual Demand
	2012	2022		
Heavy and Tractor-Trailer Truck Drivers	8,790	9,300	+5.8%	192

Labor Market Information Center Occupational Employment Projections, South Dakota Department of Labor and Regulation.  
Retrieved from: [http://dlr.sd.gov/lmic/occupation\\_projections\\_2012\\_2022.aspx](http://dlr.sd.gov/lmic/occupation_projections_2012_2022.aspx) on April 6, 2016.

There were 262 job openings advertised online in South Dakota for Heavy and Tractor-Trailer Truck Drivers on May 22, 2016. There are also 1,453 job openings advertised online for the related occupation group of Transportation and Material Moving Occupations in South Dakota on May 22, 2016.

## Population Served:

This program is available to any applicant who is at least 21 years of age and has successfully completed the admission requirements set by Mitchell Technical Institute. MTI does not discriminate in its educational programs on basis of race, color, creed, religion, age, sex, disability, national origin or ancestry. The program will draw its students from South Dakota and surrounding states, and the opportunities for employment will favor the same geographical area. This program is not targeted at traditional-age college students; rather it is aimed at working adults who are seeking a career change to the transportation industry.

## Projected Three-Year Budget:

Categories	2016-2017	2017-2018	2018-2019
Salaries/Benefits	\$45,000	\$104,000	\$120,000
Travel/Training	2,000	2,500	3,000
Fuel /Maintenance	13,000	22,000	24,000
Supplies/Inspections	7,000	11,000	12,500
Semi-Tractor/Trailer	0.00	150,000	150,000
<b>TOTAL</b>	<b>\$67,000</b>	<b>\$289,500</b>	<b>\$309,500</b>

The salaries category in the first year projected budget reflects two current Mitchell Tech instructors who will launch the program. Additional qualified instructors will be recruited for years two and three.

## Program Competencies and Entry and Exit Points:

There will be three entry points for this certificate program: summer, fall, and spring. The program will be 16-weeks in length; the first 8 weeks will be didactic and the last 8 weeks will be an internship. Students will graduate with a Professional Truck Driver Certificate.

The curriculum is competency-based and will be reviewed and approved by a program advisory committee. Additionally, MTI will be cognizant of and adhere as necessary to any future guidelines or certifications set by the industry.

The curriculum is designed to help participants develop the knowledge, skills, and behaviors necessary to be successful upon completion of the certificate program. Competencies are developed through a program that emphasizes hands-on experience, driving simulations, and class lecture/discussions. Program competencies include:

- Become Federal Motor Carrier Safety Regulation qualified
- Obtain a Class A commercial driver's license
- Identify Department of Transportation laws and regulations governing truck traffic
- Exhibit professionalism
- Display an understanding of the trucking industry, how it functions, and what to expect as drivers

### Statement of Nonduplication:

Although all four technical institutes offer short-term CDL training options through their non-credit training division, this 16-week program will include an internship component which will directly lead to increased employment opportunities. This program will meet the certification standards and requirements for entry-level commercial motor vehicle driver courses set by the Professional Truck Driver Institute. There are only four schools in the greater Midwest region that offer PTDI certified truck driver training.

### Proposed Curriculum Design:

The curriculum proposed for this program was designed after an extensive review of existing curriculum across the nation, communication with industry leaders, and current CDL instructors at Mitchell Tech. The curriculum will be developed to meet the curriculum and standards set by the Professional Truck Driver Institute.

Number	Title	Credits	Description
PTD 100	Permit Prep	2.00	An introduction to the truck driving industry. Review of commercial transportation along with driver qualifications. This course covers the material required to obtain a commercial license permit (CLP) - the general knowledge, air brakes, and combination vehicle sections of the South Dakota Driver's License Manual.
PTD 104	Vehicle Control Systems	2.00	Students will understand the importance and functions of all the controls and instruments found in the cab of today's tractors and straight trucks. Topics include the identification of primary and secondary vehicle controls. Acceptable operating range: electrical and coolant systems monitoring and warning devices will be covered. General vehicle maintenance will also be covered.

<b>PTD 106</b>	<b>Vehicle in Motion</b>	3.00	An introductory course beginning with safely entering and exiting a commercial vehicle, other topics include gear shifting patterns, common shifting errors, double clutching, backing principles, backing maneuvers and procedures for parking. Students will spend time in the driving simulator as well as behind the wheel of a commercial vehicle. A CDL Class A permit is required.
<b>PTD 108</b>	<b>Entry Level Driver Basics</b>	3.00	Students will understand the different governing entities and regulations that affect commercial drivers and commercial vehicles. Reasoning for hours of service and use of log books/electronic logging devices (ELDs). Understanding the effect of fatigue and how to avoid it. Other topics include distracted driving, violations, driver wellness, and whistle-blower protections.
<b>PTD 112</b>	<b>Trip Planning</b>	1.00	Students will design the most effective, efficient, safe and legal route between two points. A detail-orientated approach to paperwork requirements, map reading, route selection, cargo restrictions, traffic conditions and weather are essential to a successful, professional delivery.
<b>PTD 116</b>	<b>Extreme Driving Conditions</b>	1.00	Students will have increased awareness and preparation for adverse weather conditions (including snow, ice, rain, and fog), freeing a stuck vehicle, breakdowns, and mountain driving. An understanding of causes of skidding and jackknifing and how to avoid them. Students will spend time in the driving simulator as well as behind the wheel of a commercial vehicle. A CDL Class A permit is required.
<b>PTD 118</b>	<b>Road Driving</b>	2.00	Students will operate a Commercial Vehicle (CV) in a variety of driving situations. Topics and experience in this course include coupling and uncoupling, speed management, space management, communication and emergency maneuvers. Students will spend time in the driving simulator as well as behind the wheel of a commercial vehicle. A CDL Class A permit is required.

## Wage Factor:

The median annual wage for heavy and tractor-trailer truck drivers as reported in May, 2015 was \$40,260. The annual wage for the top ten percent of drivers was reported as \$62,010.

In May, 2015, the median annual wages for heavy and tractor-trailer truck drivers in the top industries in which they worked were as follows:

- \$46,590 for grocery and wholesaler trucking
- \$43,660 for general freight trucking
- \$42,810 for specialized freight trucking
- \$39,500 for wholesale trade trucking

Source: Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, 2016-17 Edition*, Heavy and Tractor-trailer Truck Drivers, on the Internet at: <http://www.bls.gov/oes/current/oes533032.htm> (visited April 9, 2016).

## South Dakota Wage Factor:

Occ Code	Occupational Title	Workers	Annual Wage
53-3032	Heavy Tractor-Trailer Truck Drivers	7,490	\$39,170

Source: [http://www.bls.gov/oes/current/oes\\_sd.htm#23-0000](http://www.bls.gov/oes/current/oes_sd.htm#23-0000) (visited April 9, 2016).

The metro areas in South Dakota with the highest 2014 Mean Annual Wage for individuals employed as Heavy and Tractor-Trailer Truck Drivers were Sioux Falls, SD Metropolitan Statistical Area (\$41,925), and Rapid City, SD Metropolitan Statistical Area (\$39,542).

## CIP Code: 49.0205

### Title: Truck and Bus Driver/Commercial Vehicle Operator and Instructor

Definition: A program that prepares individuals to apply technical knowledge and skills to drive trucks and buses, delivery vehicles, for-hire vehicles and other commercial vehicles, or to instruct commercial vehicle operators. Includes instruction in operating gas, diesel, or electrically-powered vehicles; loading and unloading cargo or passengers; reporting delays or accidents on the road; verifying load against shipping papers; arranging transportation for personnel; and keeping records of receipts and fares.



LIVESTOCK, INC.

TRUCKING SERVICE

04/19/2016

Mark Wilson  
Mitchell Technical Institute  
1800 East Spruce St.  
Mitchell SD 57301

RE: Support of the Professional Truck Driver Program at Mitchell Technical Institute.

Dear Mr. Wilson,

I am excited to hear that Mitchell Technical Institute is considering and pursuing a Professional Truck Driver Program. The demand for new professional drivers is at an all-time high across the nation and right here in South Dakota for several reasons. There are many drivers getting older and nearing retirement, the economy is strong and the need for drivers and trucks expands daily, and for a new driver trying to become a professional driver is almost impossible with the requirements from insurance companies and Federal DOT to enter into the driving field. The need for a real complete Professional Truck Driving Program is needed.

Adding a program at Mitchell Technical Institute will help train qualified local drivers and also long haul drivers. The U.S. Department of Transportation is proposing national standards for entry-level drivers that include training from an instructional program, mandatory comprehensive training for first time CDL applicants, current CDL drivers that want to upgrade their CDL, and drivers that have been disqualified seeking to be reinstated. As of now there are a few programs nationwide that offer this but there is no program in South Dakota.

There is a huge demand and need for what Mitchell Technical Institute is developing. At Selland Livestock, Inc., I am always looking for good drivers that meet the insurance company and Federal DOT qualifications. I usually always have job openings and if I could hire good trained drivers I would expand our business and add more trucks to our fleet. The work is there I need more drivers. This is a common theme for most transportation companies in the surrounding areas.

At Selland Livestock, Inc., better known as Selland Trucking, I am a transportation company that is family owned and has been in the transportation industry for over 50 years. I support this program 100% and I am willing to assist in the development and the continuation of this program in the future. Whatever Mitchell Technical Institute needs in the future I will be there.

Sincerely,

Barry Selland



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April 18, 2016

Mark Wilson  
Mitchell Technical Institute  
1800 East Spruce St.  
Mitchell, SD 57301

RE: Support of the Professional Truck Driver Program at Mitchell Technical Institute

Dear Mr. Wilson,

I am writing this letter in support of the proposed Professional Truck Driver Program being considered at Mitchell Technical Institute. With more and more professional drivers nearing retirement, the need for new drivers is critical. The economy is strong which also increases the demand for drivers.

Currently, the U. S. Department of Transportation is proposing national standards for entry-level drivers that includes training from an instructional program. Mandatory, comprehensive training would be required of all first-time CDL applicants, current CDL operators who wish to upgrade their license, and a previously disqualified driver who seeks to be reinstated. Adding a program at Mitchell Technical Institute will help train qualified short and long-haul drivers.

There are several programs across the nation but none in South Dakota. The addition of this program will benefit many companies in the region. Currently, Iowa is the only state that offers professional truck driver training in the West North Central region.

As President & CEO of X-Trux, Inc in Sioux Falls, SD our company supports this program proposal and we are willing to assist in its development in any way we can. Please feel free to call us at any time.

Sincerely:

  
JB Sweere  
President.

## Windwalker Transportation Inc.

3516 W Hovland Dr.

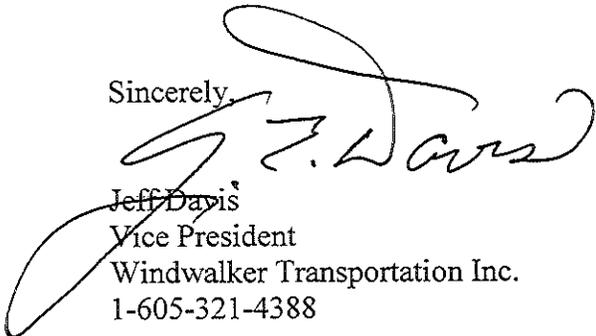
Sioux Falls SD 57107

605-335-6616 phone / 605-332-2433 fax

Dear Mark,

We write in support of the proposed truck driving program at MTI. We feel like your plan is the long and short term answer to the nationwide driver shortage. The staff at MTI has demonstrated not only the skill to teach driving a truck it has made a commitment to teach the other equally important components of our industry. We believe the abbreviated programs leave a gap in a student's ability to be successful. Finally, someone has acknowledged the need for a semester long course that truly will give these people a leg up to an outstanding future income. Windwalker Transportation would like to pledge its support in whatever training capacity you would need. Thank you for taking an interest in our industry. If there is anything we can do to help MTI just give us a call.

Sincerely,



Jeff Davis

Vice President

Windwalker Transportation Inc.

1-605-321-4388