

Washtenaw Community College Comprehensive Report

BAC 102 Professional Skills Development Proposed start term: Fall 2010

Course Cover

Division: Vocational Technologies

Department: United Association Department

Discipline: Bricklayers & Allied Craftworkers

Course Number: 102

Org Number: 19100

Full Course Title: Professional Skills Development

Transcript Title: Professional Skills Develop

Is Consultation with other department(s) required: No

Publish in the Following: College Catalog , Web Page

Reason for Submission: New Course

Change Information:

Rationale: New course in the articulation agreement with the International Union of Bricklayers and Allied Craftworkers (BAC)

Proposed Start: Fall 2010

Course Description: This course is an introduction to human relation skills needed on the job site. Workplace skills such as effective communication, motivation, working with supervisors, teamwork and Equal Employment Opportunity Commission (EEOC) will be covered. This course is only available for Bricklayer and Allied Craftworker apprentices.

Course Credit Hours

Variable hours: No

Credits: 2

Lecture Hours: Instructor: 30 Student: 30

Lab: Instructor: 0 Student: 0

Clinical: Instructor: 0 Student: 0

Other: Instructor: 0 Student: 0

Total Contact Hours: Instructor: Student:

Repeatable for Credit: NO

Grading Methods: Letter Grades

Are lectures, labs, or clinicals offered as separate sections?: NO (same sections)

College-Level Reading and Writing

College-level Reading & Writing

Requisites

Enrollment Restrictions

This course is taught at the local BAC training center and is only open to apprentices accepted into a program.

General Education

Request Course Transfer

Proposed For:

Student Learning Outcomes

1. Recognize the expectations of the employer and the employee in their relationship.

Assessment 1

Assessment Tool: Training center instructors and contractors (employers) provide paper feedback evaluation forms for apprentice skill performance reviews.

Assessment Date: Fall 2012

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Apprentice evaluation feedback forms are filled out by the employing contractor and International Masonry Institute (IMI) instructor.

Standard of success to be used for this assessment: The standard of success is set by the local International Masonry Institute (IMI).

Who will score and analyze the data: The data is analyzed by the International Masonry Institute (IMI) as a committee.

2. Identify teamwork skills used on the job site.

Assessment 1

Assessment Tool: Training center instructors and contractors (employers) provide paper feedback evaluation forms for apprentice skill performance reviews.

Assessment Date: Fall 2012

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Apprentice evaluation feedback forms are filled out by the employing contractor and International Masonry Institute (IMI) instructor.

Standard of success to be used for this assessment: The standard of success is set by the local International Masonry Institute (IMI).

Who will score and analyze the data: The data is analyzed by the International Masonry Institute (IMI) as a committee.

3. Recognize the rules of the Equal Employment Opportunity Commission relating to the effects of the apprenticeship program.

Assessment 1

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Assessment Cycle: Every Three Years

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Number students to be assessed: All

How the assessment will be scored: Apprentice evaluation feedback forms are filled out by the employing contractor and International Masonry Institute (IMI) instructor.

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Who will score and analyze the data: The data is analyzed by the International Masonry Institute (IMI) as a committee.

4. Read and interpret basic blueprint plans.

Assessment 1

Assessment Tool: Training center instructors and contractors (employers) provide paper feedback evaluation forms for apprentice skill performance reviews.

Assessment Date: Fall 2012

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Apprentice evaluation feedback forms are filled out by

the employing contractor and International Masonry Institute (IMI) instructor.

Standard of success to be used for this assessment: The standard of success is set by the local International Masonry Institute (IMI).

Who will score and analyze the data: The data is analyzed by the International Masonry Institute (IMI) as a committee.

5. Apply mathematical skills and formulas to solve problems.

Assessment 1

Assessment Tool: Training center instructors and contractors (employers) provide paper feedback evaluation forms for apprentice skill performance reviews.

Assessment Date: Fall 2012

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Apprentice evaluation feedback forms are filled out by the employing contractor and International Masonry Institute (IMI) instructor.

Standard of success to be used for this assessment: The standard of success is set by the local International Masonry Institute (IMI).

Who will score and analyze the data: The data is analyzed by the International Masonry Institute (IMI) as a committee.

Course Objectives

1. Objectives and methods of evaluation follow the curriculum set out by the International Masonry Institute (IMI).

Methods of Evaluation

Other

Additional Evaluation Information: This course is assessed externally by the Michigan Bricklayers and Allied Craftworkers Training Center and the International Masonry Institute (IMI) consisting of industry representatives and BAC members. The local receives feedback on needed technical updates and apprentices' skill performance.

Matched Outcomes

1. Recognize the expectations of the employer and the employee in their relationship.
2. Identify teamwork skills used on the job site.
4. Read and interpret basic blueprint plans.
5. Apply mathematical skills and formulas to solve problems.

New Resources for Course

Course Textbooks/Resources

Textbooks
Manuals
Periodicals
Software
Other

Equipment/Facilities

Other: Local BAC Training Center