

MASTER SYLLABUS

Course Discipline Code & No: UAT215 Title: Problem Solving and Innovations in Trade Teaching
 Effective Term SS08
 Division Code: VCT Department Code: UASD Org #: 28200
 Don't publish: College Catalog Time Schedule Web Page

Reason for Submission. Check all that apply.
 New course approval Reactivation of inactive course
 Three-year syllabus review/Assessment report Inactivation (Submit this page only.)
 Course change

Change information: Note all changes that are being made. Form applies only to changes noted.

<input type="checkbox"/> Consultation with all departments affected by this course is required.	<input type="checkbox"/> Total Contact Hours (total contact hours were: _____)
<input type="checkbox"/> Course discipline code & number (was _____)* *Must submit inactivation form for previous course.	<input type="checkbox"/> Distribution of contact hours (contact hours were: lecture: _____ lab _____ clinical _____ other _____)
<input type="checkbox"/> Course title (was _____)	<input type="checkbox"/> Pre-requisite, co-requisite, or enrollment restrictions
<input type="checkbox"/> Course description	<input type="checkbox"/> Change in Grading Method
<input type="checkbox"/> Course objectives (minor changes)	<input type="checkbox"/> Outcomes/Assessment
<input type="checkbox"/> Credit hours (credits were: _____)	<input type="checkbox"/> Objectives/Evaluation
	<input type="checkbox"/> Other _____

Rationale for course or course change. Attach course assessment report for existing courses that are being changed.
 This is an existing course from the UA Instructor Training Program that is offered through the UA Regional Training System throughout the year. This proposal is to change the current UA course number "105" to "UAT215" to reflect the new WCC identifier for the course. Also, this new identifier will be used on student registration forms and course calendars.

Approvals Department and divisional signatures indicate that all departments affected by the course have been consulted.

Department Review by Chairperson New resources needed All relevant departments consulted

Print: _____ Signature _____ Date: _____
 Faculty/Preparer

Print: Dan Welch Signature D. Welch Date: 12/3/07
 Department Chair

Division Review by Dean
 Request for conditional approval

Recommendation Yes No _____
 Dean's/Administrator's Signature Date

Curriculum Committee Review
 Recommendation _____
 Tabled Yes No Annex
 Curriculum Committee Chair's Signature Date 1-29-08

Vice President for Instruction Approval
Roger M. Palocz
 Vice President's Signature Date 1/30/08

Approval Yes No Conditional

Do not write in shaded area.
 Log File 10/4/07 Ecopy Banner 2/12 C&A Database 2/12 C&A Log File 2/12 Basic skills Contact fee
 Please return completed form to the Office of Curriculum & Assessment and email an electronic copy to sjohn@wccnet.edu for posting on the website.
 Office of Curriculum & Assessment <http://www.wccnet.edu/departments/curriculum/>
 Updated 10/22/07

***Complete ALL sections which apply to the course, even if changes are not being made.**

Course: UAT215	Course title: Problem Solving and Innovations in Trade Teaching
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Credit hours: <u>1.5</u> If variable credit, give range: _____ to _____ credits	Contact hours per semester: <table style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align: right; padding-right: 10px;">Student</td> <td style="text-align: center;">Instructor</td> </tr> <tr> <td style="padding-right: 10px;">Lecture: <u>12</u></td> <td style="text-align: center;">___</td> </tr> <tr> <td style="padding-right: 10px;">Lab: <u>4</u></td> <td style="text-align: center;">___</td> </tr> <tr> <td style="padding-right: 10px;">Clinical: _____</td> <td style="text-align: center;">___</td> </tr> <tr> <td style="padding-right: 10px;">Practicum: <u>6.5</u></td> <td style="text-align: center;">___</td> </tr> <tr> <td style="padding-right: 10px;">Other: _____</td> <td style="text-align: center;">___</td> </tr> <tr> <td style="padding-right: 10px;">Totals: <u>22.5</u></td> <td style="text-align: center;">___</td> </tr> </table>	Student	Instructor	Lecture: <u>12</u>	___	Lab: <u>4</u>	___	Clinical: _____	___	Practicum: <u>6.5</u>	___	Other: _____	___	Totals: <u>22.5</u>	___	Are lectures, labs, or clinicals offered as separate sections? <input type="checkbox"/> Yes - lectures, labs, or clinicals are offered in separate sections <input checked="" type="checkbox"/> No - lectures, labs, or clinicals are offered in the same section	Grading options: <input type="checkbox"/> P/NP (limited to clinical & practica) <input type="checkbox"/> S/U (for courses numbered below 100) <input checked="" type="checkbox"/> Letter grades
Student	Instructor																
Lecture: <u>12</u>	___																
Lab: <u>4</u>	___																
Clinical: _____	___																
Practicum: <u>6.5</u>	___																
Other: _____	___																
Totals: <u>22.5</u>	___																

Prerequisites. Select one:

College-level Reading & Writing
 Reduced Reading/Writing Scores
(Add information at Level I prerequisite)
 No Basic Skills Prerequisite
(College-level Reading and Writing is not required.)

In addition to Basic Skills in Reading/Writing:

Level I (enforced in Banner)

Course	Grade	Test	Min. Score	Concurrent Enrollment <small>Can be taken together)</small>	Corequisites <small>Must be enrolled in this class also during the same semester)</small>
<input type="checkbox"/> and <input type="checkbox"/> or _____	_____	_____	_____	<input type="checkbox"/>	_____
<input type="checkbox"/> and <input type="checkbox"/> or _____	_____	_____	_____	<input type="checkbox"/>	_____
<input type="checkbox"/> and <input type="checkbox"/> or _____	_____	_____	_____	<input type="checkbox"/>	_____

Level II (enforced by instructor on first day of class)

Course	Grade	Test	Min. Score
<input type="checkbox"/> and <input type="checkbox"/> or _____	_____	_____	_____
<input type="checkbox"/> and <input type="checkbox"/> or _____	_____	_____	_____

Enrollment restrictions (In addition to prerequisites, if applicable.)

and or Consent required
 and or Admission to program required
 and or Other (please specify): _____
 Program: _____

Please send syllabus for transfer evaluation to:
 Conditionally approved courses are not sent for evaluation.
 Insert course number and title you wish the course to transfer as.

<input type="checkbox"/> E.M.U. as _____	<input type="checkbox"/> _____ as _____
<input type="checkbox"/> U of M as _____	<input type="checkbox"/> _____ as _____
<input type="checkbox"/> _____ as _____	<input type="checkbox"/> _____ as _____

<p>Course UAT215</p>	<p>Course title Problem Solving and Innovations in Trade Teaching</p>	
<p>Course description State the purpose and content of the course. Please limit to <u>500</u> characters.</p>	<p>This course covers methods of teaching problem resolution and innovation implementation in the local UA school. Topics include analyzing and solving teaching problems, recognizing student learning disabilities, evaluating student performance, and implementing innovative solutions in the local school. Students should come prepared to share innovative ideas from their local school. Limited to United Association program participants.</p>	
<p>Course outcomes List skills and knowledge students will have after taking the course.</p> <p>Assessment method Indicate how student achievement in each outcome will be assessed to determine student achievement for purposes of course improvement.</p>	<p>Outcomes (applicable in all sections)</p> <ol style="list-style-type: none"> 1) Identify and address classroom problems as they occur. 2) Refer students with learning disabilities to seek appropriate assistance. 3) Utilize approved industry and UA materials and outside resources to resolve conflicts and problems. 	<p>Assessment Methods for determining course effectiveness</p> <p>Survey of UA training coordinators/supervisors.</p> <p>Survey of UA training coordinators/supervisors.</p> <p>Survey of UA training coordinators/supervisors.</p>
<p>Course Objectives Indicate the objectives that support the course outcomes given above.</p> <p>Course Evaluations Indicate how instructors will determine the degree to which each objective is met for each student.</p>	<p>Objectives (applicable in all sections)</p> <p>Outcome 1:</p> <ul style="list-style-type: none"> - Identify learning styles, define generational characteristics, and discuss performance evaluation. - Identify various unions and educational websites beneficial to UA members. <p>Outcome 2:</p> <ul style="list-style-type: none"> - Demonstrate the ability to resolve issues in a professional manner to enhance the learning atmosphere. - Recognize the process to address various problems encountered in the classroom. <p>Outcome 3:</p> <ul style="list-style-type: none"> - Demonstrate appropriate use and knowledge of course materials. 	<p>Evaluation Methods for determining level of student performance of objectives</p> <p>Exam consisting of multiple choice, true/false, fill in the blank, and short answer questions.</p> <p>Exam consisting of multiple choice, true/false, fill in the blank, and short answer questions.</p> <p>Presentation and demonstration of learned course materials.</p> <p>Presentation and demonstration of learned course materials.</p> <p>Presentation and demonstration of learned course materials.</p>

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List all new resources needed for course, including library materials.

Student Materials:

List examples of types		Estimated costs
Texts Supplemental reading Supplies Uniforms Equipment Tools Software		\$

Equipment/Facilities: Check all that apply. (All classrooms have overhead projectors and permanent screens.)

Check level only if the specified equipment is needed for all sections of a course.

<input type="checkbox"/> Level I classroom Permanent screen & overhead projector	<input type="checkbox"/> Off-Campus Sites <input type="checkbox"/> Testing Center <input type="checkbox"/> Computer workstations/lab <input type="checkbox"/> ITV <input type="checkbox"/> TV/VCR <input type="checkbox"/> Data projector/computer <input type="checkbox"/> Other _____
<input type="checkbox"/> Level II classroom Level I equipment plus TV/VCR	
<input checked="" type="checkbox"/> Level III classroom Level II equipment plus data projector, computer, faculty workstation	

Assessment plan:

Learning outcomes to be assessed (list from Page 3)	Assessment tool	When assessment will take place (semester & year)	Course section(s)/other population	Number students to be assessed
Identify and address classroom problems as they occur.	Survey of UA training coordinators/supervisors.	Spring 2009 for students enrolled in Summer 2008, and every three years thereafter.	All	75% of all students through random sampling who teach the topic the subsequent year, and minimum of 20 students.
Refer students with learning disabilities to seek appropriate assistance.	Survey of UA training coordinators/supervisors.	Spring 2009 for students enrolled in Summer 2008, and every three years thereafter.	All	75% of all students through random sampling who teach the topic the subsequent year, and minimum of 20

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Utilize approved industry and UA materials and outside resources to resolve conflicts and problems.	Survey of UA training coordinators/supervisors.	Spring 2009 for students enrolled in Summer 2008, and every three years thereafter.	All	students. 75% of all students through random sampling who teach the topic the subsequent year, and minimum of 20 students.
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Scoring and analysis of assessment:

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Attach the rubric/scoring guide.

Students' training activities will be scored and evaluated on the survey questionnaires (see attached) of each of the three learning outcomes.

2. Indicate the standard of success to be used for this assessment.

Based on the number of students who teach the learned materials in the subsequent year, 75% of them will score an average of satisfactorily or above on the survey questionnaires to be completed by UA training coordinators/supervisors.

3. Indicate who will score and analyze the data (data must be blind-scored).

The UA Program Administrator will coordinate with UA training coordinators and the training department about the implementation of the assessment plan and the collection of data from UAT faculty, and will discuss the results with UAT faculty.

4. Explain the process for using assessment data to improve the course.

The assessment will be shared with the appropriate UA training coordinators, training department, and UAT faculty. The UA Program Administrator will solicit suggestions for improving the results and will work with UA training coordinators, the training department, and UAT faculty to make needed changes to improve course content and student performance.