ACS 122 Career Decision Making
Effective Term: Winter 2019

Course Cover
Division: Humanities, Social and Behavioral Sciences
Department: English & College Readiness
Discipline: Academic Skills (new)
Course Number: 122
Org Number: 11100
Full Course Title: Career Decision Making
Transcript Title: Career Decision Making
Is Consultation with other department(s) required: No
Publish in the Following: College Catalog , Time Schedule , Web Page
Reason for Submission: Three Year Review / Assessment Report
Change Information:
    Consultation with all departments affected by this course is required.
    Course description
    Outcomes/Assessment
    Objectives/Evaluation
Rationale: Syllabus review and update
Proposed Start Semester: Winter 2019
Course Description: This course is designed for students who are undecided about a program of study or career goal or are contemplating a career change. Students complete exercises and vocational inventories to assess their interests, work values, skills, abilities, and personality preferences. They also conduct informational interviews with professionals in their fields of interest.

Course Credit Hours
Variable hours: No
Credits: 1
Lecture Hours: Instructor: 15 **Student:** 15
Lab: Instructor: 0 **Student:** 0
Clinical: Instructor: 0 **Student:** 0

Total Contact Hours: Instructor: 15 **Student:** 15
Repeatable for Credit: NO
Grading Methods: Letter Grades
Audit
Are lectures, labs, or clinicals offered as separate sections?: NO (same sections)

College-Level Reading and Writing
Reduced Reading/Writing Scores

College-Level Math

Requisites
Prerequisite
Academic Reading Level 5; Academic Writing Level 6 or

Prerequisite
ENG 090; may enroll concurrently
or
Prerequisite
ENG 091; may enroll concurrently

General Education
Degree Attributes
Below College Level Pre-Reqs

Request Course Transfer
Proposed For:

Student Learning Outcomes

1. Increase self-awareness related to career interests, values, goals, personality, preferences and skills.
   ### Assessment 1
   Assessment Tool: Pre/post assessment which is a self-evaluation
   Assessment Date: Winter 2020
   Assessment Cycle: Every Three Years
   Course section(s)/other population: All
   Number students to be assessed: All
   How the assessment will be scored: Pre and post survey responses will be entered into a database from student surveys.
   Standard of success to be used for this assessment: 80% of the students will increase their self-assessment score by 20% or more
   Who will score and analyze the data: ACS faculty will enter data from self-assessments and analyze the data

2. Develop a portfolio that captures occupational trends, trends, training and required skills.
   ### Assessment 1
   Assessment Tool: Career planning portfolio
   Assessment Date: Winter 2020
   Assessment Cycle: Every Three Years
   Course section(s)/other population: All
   Number students to be assessed: All
   How the assessment will be scored: Departmentally-developed rubric - revised Winter 2017
   Standard of success to be used for this assessment: 70% of the students will score 70% or higher
   Who will score and analyze the data: Instructor will score the portfolio. ACS faculty will enter information into database and analyze the portfolio.

Course Objectives
1. Identify personal patterns of interests and skills in order to identify possible career alternatives.
2. Identify personal patterns of values and personality preferences in order to identify possible career alternatives.
3. Identify a process for effective decision making and goal setting.
4. Complete an effective career informational interview.
5. Identify resources through WCC Career and Counseling web page that provide information about occupational trends, training, wages, and required skills for various careers.
6. Review resources and web sites that increase awareness of occupational trends, training, wages, and required skills of their career choice.

New Resources for Course

Course Textbooks/Resources

Textbooks
Manuals
Periodicals
Software

Equipment/Facilities

Level III classroom
Data projector/computer

Reviewer	Action	Date
Faculty Preparer:		
Susan Travis	*Faculty Preparer*	*Mar 15, 2018*
Department Chair/Area Director:		
Jessica Hale	*Recommend Approval*	*Apr 08, 2018*
Dean:		
Kristin Good	*Recommend Approval*	*Apr 10, 2018*
Curriculum Committee Chair:		
David Wooten	*Recommend Approval*	*Apr 25, 2018*
Assessment Committee Chair:		
Michelle Garey	*Recommend Approval*	*Apr 25, 2018*
Vice President for Instruction:		
Kimberly Hurns	*Approve*	*Apr 27, 2018*