

Course Number ASV 274

**WASHTENAW COMMUNITY COLLEGE
COURSE SYLLABUS**

Department: Automotive Service Technology

New Course ☐

Course Number: ASV 274

Existing Course ☒

Course Title: ASV Co-op Education II

Credit Hours: 1-3

Prerequisites: ASV 174 and Consent

Corequisites: _____

Catalog Course Description: In this course, students gain skills from a new experience in an approved, compensated, industry-related position. Together with the instructor and employer, students set up work assignments and learning objectives to connect classroom learning with career-related work experience. This is the second of two Co-op courses.

Contact Hours per week in a lecture/recitation setting

Contact Hours per week in a laboratory setting

Contact Hours per week in a clinical setting

Contact Hours per week in a work setting

8-24 variable

Total Contact Hours (per semester): Varies

Minimum: 120 hrs - 1 credit
240 hrs - 2 credit
360 hrs - 3 credits

Course Justification: (Check all that apply.)

☒ program specialty

☐ college transfer

☐ support course

☐ division core

☒ industry training

☒ personal development

☐ core curriculum

Prepared By _____

(Faculty Member)

Date 11/21/95

Reviewed By _____

(Department Chair for Department)

Date 11/21/95

Approved By _____

(Dean)

Date 1/24/96

COURSE OBJECTIVES: Use student outcome based language and format. (Example: The student will define and state the cause of the six major respiratory diseases.) List as many as needed.

Objective #1. Student will complete with instructor, placement office, and employer the following forms: student eligibility form, student agreement, work agreement, student learning objectives/assignments, student evaluation, and student self-assessment report on CO-OP experience.

Objective #2. Student will complete the CO-OP work experience according to guidelines.

Objective #3. Student will maintain a weekly log of duties.

Objective #4. Student will meet with faculty advisor at times individually arranged at the beginning of the work assignment.

Objective #5. Student will complete a final report on the CO-OP experience including the following: description of the assignment, summary of skills and abilities used on the job, ways in which course work was integrated into job tasks, and assessment of how well the objectives established at the beginning of the assignment were achieved.

MAJOR INSTRUCTIONAL UNITS: (List as many as needed)

1. Complete all required forms.
2. CO-OP work experience.
3. Maintain weekly log of duties.
4. Meet with faculty advisor.
5. Complete a final report.

INSTRUCTIONAL METHODS:

1. On-site work experience.
2. Conferences with advising instructor.

WASHTENAW COMMUNITY COLLEGE
COURSE HANDOUTS

The following information compatible with the Official Course Syllabus must be distributed to students at the first meeting of each course:

1. Course name:
2. Course number:
3. Course description:
4. Course objectives:
5. Required text(s) and/or supplies:
6. Criteria for evaluation:
7. Requirements (Attendance, Special, or Other):
8. Hours/week required out of class:
9. Additional information:
10. A tentative schedule by week or class meeting of topics to be covered:

Each Instructor may design his/her own course handout within these guidelines.

RECOMMENDED SUPPLEMENTAL TEXTS or COURSE PACKS:

1. Title: NONE
 Author: _____ Copyright Yr: _____
 Publisher: _____ Est. Cost: _____
2. Title: _____
 Author: _____ Copyright Yr: _____
 Publisher: _____ Est. Cost: _____

(Attach an additional page if necessary.)

SUPPLIES, other than pen, pencil, paper, or textbooks, STUDENT WILL HAVE TO OWN OR ACQUIRE FOR COURSE, SUCH AS: calculators, uniforms, tools, and software, etc.

<u>Description</u>	<u>Cost Estimate</u>
<u>This will depend on the student's work placement.</u>	_____
_____	_____
_____	_____

REFERENCE MATERIALS STUDENTS MAY BE REFERRED TO SUCH, AS: journals, books, manuals, maps, etc.

<u>This will depend on the student's work placement.</u>

AUDIO/VISUAL AND COMPUTER MATERIALS AVAILABLE FOR USE SUCH AS: films, video tapes, slides, audio tapes, software, etc.

<u>Title</u>	<u>Source</u>
_____	_____
_____	_____
_____	_____

SUGGESTED EVALUATION CRITERIA: (which may be appropriate to grade student.)

☐ Class Attendance _____	☐ Quizzes _____
☐ Class Discussion _____	☐ Tests _____
☐ Papers _____	☐ Midterm _____
☐ Portfolio _____	☐ Final Exam _____
☒ Project <u>Work Log</u> _____	☐ Independent Study _____
☒ Reports _____	☐ Homework _____
☒ Clinical/Work Performance _____	☐ Other _____

ATTENDANCE REQUIREMENTS: (For Certification or nonevaluative purposes.)

SPECIAL EQUIPMENT/FACILITY AND RESOURCES REQUIREMENTS: (Check the appropriate boxes and describe as needed.)

☐ Lab Equipment _____	☐ Testing in Testing Center _____
☐ LRC Reserves _____	☐ Student Regional Competitions _____
☐ Computers _____	☒ Off Campus Sites <u>Work Site</u> _____
☐ Field Trips _____	☐ Other _____

(Attach an additional page is necessary.)

PRIMARY TEXT: (Specify if text is not used.)

1. Title: NONE _____

Author: _____ Copyright Yr: _____

Publisher: _____ Est. Cost: _____

(Attach an additional page if more than one primary text is used.)

COURSE SUMMARY

COURSE TITLE: CO-OP Education II Automotive Services

COURSE NUMBER: ASV 274

CREDITS: Varies: 1 to 3

PREREQUISITE: ASV 174; ASV 174 can also be a corequisite.

DESCRIPTION:

In this course the student gains from a new experience in an approved, compensated, industry-related position. Together with the instructor, the employer, and the CO-OP Placement Office, the student determines work assignments and learning objectives to connect classroom learning with career-related work experience. This is the second of two CO-OP courses.

COURSE OBJECTIVES:

During this course, the student will:

1. Complete with instructor, placement office, and employer the following forms: student eligibility form, student agreement, work agreement, student learning objectives/assignments, student evaluation, and student self-assessment report on CO-OP experience.
2. Complete the CO-OP work experience according to guidelines.
3. Maintain a weekly log of duties.
4. Meet with instructor according to individually determined schedule.
5. Complete a final report on the CO-OP experience including the following: description of the assignment, summary of skills and abilities used on the job, ways in which course work was integrated into job tasks, and assessment of how well the objectives established at the beginning of the assignment were achieved.