

MASTER SYLLABUS

Course Discipline Code & No: CRT 280 Title: Refinish Technician V Effective Term Winter 09
 Division Code: VCT Department Code: ABDD Org #: 14110
 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.
 Offer students training in the field of collision repair and close the gap on industry, NATEF and I-Car standards.
Conditionally approved, requesting full approval!

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: W. Gary Sobbry, Jr. Signature: [Signature] Date: 6-16-08
 Faculty/Preparer

Print: W. Gary Sobbry, Jr. Signature: [Signature] Date: 6-16-08
 Department Chair

Division Review by Dean
 Request for conditional approval
 Recommendation Yes No [Signature] Date: 6-16-08
 Dean's/Administrator's Signature

Curriculum Committee Review
 Recommendation Tabled Yes No [Signature] Date: 10/23/08
 Curriculum Committee Chair's Signature

Vice President for Instruction Approval
[Signature] Date: 10/23/08
 Vice President's Signature

Approval Yes No Conditional

Do not write in shaded area.
 Log File 6/18/08 Copy Banner _____ C&A Database 10/28 C&A Log File 10/28 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.

*WGS
-08*

MASTER SYLLABUS

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

Course: CRT 280	Course title: <u>Refinish Technician V</u>
---------------------------	--

Credit hours: 4 If variable credit, give range: _____ to _____ credits	Contact hours per semester: <table style="width:100%"> <tr> <td></td> <td style="text-align:center">Student</td> <td style="text-align:center">Instructor</td> </tr> <tr> <td>Lecture:</td> <td style="text-align:center"><u>60</u></td> <td style="text-align:center"><u>60</u></td> </tr> <tr> <td>Lab:</td> <td style="text-align:center"><u>45</u></td> <td style="text-align:center"><u>45</u></td> </tr> <tr> <td>Clinical:</td> <td style="text-align:center">_____</td> <td style="text-align:center">_____</td> </tr> <tr> <td>Practicum:</td> <td style="text-align:center">_____</td> <td style="text-align:center">_____</td> </tr> <tr> <td>Other:</td> <td style="text-align:center">_____</td> <td style="text-align:center">_____</td> </tr> <tr> <td>Totals:</td> <td style="text-align:center"><u>105</u></td> <td style="text-align:center"><u>105</u></td> </tr> </table>		Student	Instructor	Lecture:	<u>60</u>	<u>60</u>	Lab:	<u>45</u>	<u>45</u>	Clinical:	_____	_____	Practicum:	_____	_____	Other:	_____	_____	Totals:	<u>105</u>	<u>105</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>60</u>	<u>60</u>																						
Lab:	<u>45</u>	<u>45</u>																						
Clinical:	_____	_____																						
Practicum:	_____	_____																						
Other:	_____	_____																						
Totals:	<u>105</u>	<u>105</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 checked="" type="checkbox"/> and <input type="checkbox"/> or <u>CRT 200</u>	<u>B</u>	_____	_____	<input type="checkbox"/>	_____
<input type="checkbox"/> and <input type="checkbox"/> or <u>CRT 220</u>	<u>B</u>	_____	_____	<input type="checkbox"/>	_____
<input checked="" type="checkbox"/> and <input type="checkbox"/> or <u>CRT 240</u>	<u>B</u>	_____	_____	<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 _____

MASTER SYLLABUS

Course CRT 280	Course title <u>Refinish Technician V</u>
--------------------------	---

Course description State the purpose and content of the course. Please limit to <u>500</u> characters.	Through the use of actual vehicles, students will learn advanced refinishing techniques. Repairs will be presented in a "real world" scenario where students, with guidance of instructors and staff, will perform various collision refinishing operations. Information concerning theory of paint blending, planning and set-up of single and multi-stage blend repairs, overall vehicle refinishing, and the techniques used to accomplish these tasks will be presented.
--	--

Course outcomes List skills and knowledge students will have after taking the course. Assessment method Indicate how student achievement in each outcome will be assessed to determine student achievement for purposes of course improvement.	Outcomes (applicable in all sections)	Assessment Methods for determining course effectiveness
	1. Identify hard to find colors, using the latest computer search program, then locate and mix the correct paint formulation.	Final Exam. Student Achievement Record
	2. Research and execute a repair plan involving multi-stage and two-tone paint schemes.	Final Exam. Student Achievement Record
	3. Develop techniques to streamline shop operations and increase marketability.	Final Exam. Student Achievement Record

Course Objectives Indicate the objectives that support the course outcomes given above. Course Evaluations Indicate how instructors will determine the degree to which each objective is met for each student.	Objectives (applicable in all sections)	Evaluation Methods for determining level of student performance of objectives
	(Outcome I) 1. Identify hard to find accent and interior colors on an OEM vehicle. 2. Locate color formulas using the latest computer search programs. 3. Correctly mix paints to create a blend able product.	Instructor review of student performance and test.
	(Outcome II) 4. Create a vehicle repair plan that complies with industry standards using multi-stage and two-tone paint schemes 5. Prepare and refinish an entire vehicle in accordance with vehicle repair plan.	Test, quizzes, and Student Achievement Record
	(Outcome III) 6. Identify techniques to streamline shop operations. 7. Recognize costs associated with various shop activities 8. Determine impact of time and cost on marketability. 9. Plan and execute a refinish operation with emphasis on speed and quality.	Instructor review of student performance and test.

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

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

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

Check level <u>only</u> if the specified equipment is needed for <u>all</u> sections of a course.	<input type="checkbox"/> Off-Campus Sites
<input type="checkbox"/> Level I classroom Permanent screen & overhead projector	<input type="checkbox"/> Testing Center
<input type="checkbox"/> Level II classroom Level I equipment plus TV/VCR	<input type="checkbox"/> Computer workstations/lab
<input checked="" type="checkbox"/> Level III classroom Level II equipment plus data projector, computer, faculty workstation	<input type="checkbox"/> ITV
	<input type="checkbox"/> TV/VCR
	<input type="checkbox"/> Data projector/computer
	<input type="checkbox"/> Other _____

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
1. Identify hard to find colors, and using the latest computer search program, locate and mix the correct paint formulation.	Final Exam. Student Achievement Record	F/10 & every 3 yrs	All sections	All students in all sections
2. Research and execute a repair plan involving multi-stage and two-tone paint schemes.	Final Exam. Student Achievement Record	F/10 & every 3 yrs	All sections	All students in all sections
3. Develop techniques to streamline shop operations and increase marketability.	Final Exam. Student Achievement Record	F/10 & every 3 yrs	All sections	All students in all sections

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.

The final exams will be scored against the answer sheet. Points will be assigned to each question with the results compared to the scoring guide

Practical application of the task will be evaluated using the Student Achievement Record. Each task is worth 5 points and will be evaluated by the instructor based on the rubric below.

5 points = Excellent work done with no flaws and without help from instructor, follows safety requirements.

4 points = Above average work done with little to no flaws with some help from instructor. Follows all safety requirements.

3 points = Average work done with few flaws and some help from instructor. Follows most safety requirements.

2 points = Either below average work or Average work done with substantial help from instructor. Meets minimal safety requirements.

1 point = Failed to complete task or finished product not to code or student doesn't follow safety requirements.

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

The standard of success of student performance will be: 80% of the students will score 85% or higher on the final exam and student achievement record. ((Final and Achievement Record)/2 = 85% or higher).

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

Department chair and instructors will blind-score the data. We will review results to identify if there are areas of weakness or needed changes

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

Assessment and update the course content. Analysis will also be done to evaluate the type of instruction used and if we identify areas of consistent weakness.