

## Washtenaw Community College Comprehensive Report

### UAT 139 Administration of a Jointly Managed Training Program (UA 9002) Effective Term: Spring/Summer 2019

#### Course Cover

**Division:** Advanced Technologies and Public Service Careers

**Department:** United Association Department

**Discipline:** United Association Training

**Course Number:** 139

**Org Number:** 28200

**Full Course Title:** Administration of a Jointly Managed Training Program (UA 9002)

**Transcript Title:** Admin Jointly Mangd Trng 9002

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog

**Reason for Submission:** New Course

**Change Information:**

**Rationale:** New United Association course

**Proposed Start Semester:** Spring/Summer 2019

**Course Description:** In this course, students will be provided with an overview on managing and administrating a United Association training program. Through a combination of lecture and discussion, students will examine topics on industry trends, laws affecting training programs, instructional methods, and curriculum requirements. Students will also review the Council of Occupational Education (COE) accreditation process and the benefits of UA accreditation of their apprenticeship programs. Limited to United Association program participants.

#### Course Credit Hours

**Variable hours:** No

**Credits:** 1.5

**The following Lecture Hour fields are not divisible by 15: Student Min ,Instructor Min**

**Lecture Hours: Instructor: 22.5 Student: 22.5**

**The following Lab fields are not divisible by 15: Student Min, Instructor Min**

**Lab: Instructor: 1.5 Student: 1.5**

**Clinical: Instructor: 0 Student: 0**

**Total Contact Hours: Instructor: 24 Student: 24**

**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

College-level Reading & Writing

#### College-Level Math

#### Requisites

**Prerequisite**

UAT 138; may enroll concurrently

## **General Education**

### **Degree Attributes**

Below College Level Pre-Reqs

## **Request Course Transfer**

### **Proposed For:**

## **Student Learning Outcomes**

1. Develop guidelines for local standards of apprenticeship, curriculum, and following laws affecting training programs.

### **Assessment 1**

Assessment Tool: Written guidelines

Assessment Date: Spring/Summer 2019

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Rubric

Standard of success to be used for this assessment: 80% of the students will score 80% or higher

Who will score and analyze the data: UA Training Coordinator

2. Identify the best practices for an individual's training facility in accordance with the accreditation process specified by the UA and COE.

### **Assessment 1**

Assessment Tool: Skills Demonstration

Assessment Date: Spring/Summer 2019

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Skills Demonstration Checklist

Standard of success to be used for this assessment: 80% of the students will score 100%

Who will score and analyze the data: UA Training Coordinator

## **Course Objectives**

1. Assess current status and curriculum of student's Training Facility training program.
2. Review U.A. national survey, tracking certain statistics applicable to each apprenticeship program.
3. Review curricular materials for inclusion into local programs to ensure compliance with National Guidelines for Apprenticeship Standards.
4. Identify conflict resolution through written policy development for inclusion in their individual program's policies.
5. Identify and evaluate the Training Coordinator/Director's role in the administration with other students' training centers and policies to identify best practices.
6. Discuss new education technology and how to apply new concepts to the classroom environment.
7. Identify the evolving needs of the business contractor and how the training program needs to adjust to those needs.
8. Identify the steps of the accreditation process for the Council on Occupational Education (C.O.E.) and the United Association (U.A.).

## **New Resources for Course**

### **Course Textbooks/Resources**

Textbooks

Manuals

Periodicals  
Software

### **Equipment/Facilities**

<b><u>Reviewer</u></b>	<b><u>Action</u></b>	<b><u>Date</u></b>
<b>Faculty Preparer:</b> <i>Tony Esposito</i>	<i>Faculty Preparer</i>	<i>Dec 19, 2018</i>
<b>Department Chair/Area Director:</b> <i>Marilyn Donham</i>	<i>Recommend Approval</i>	<i>Jan 03, 2019</i>
<b>Dean:</b> <i>Brandon Tucker</i>	<i>Recommend Approval</i>	<i>Jan 16, 2019</i>
<b>Curriculum Committee Chair:</b> <i>Lisa Veasey</i>	<i>Recommend Approval</i>	<i>Apr 25, 2019</i>
<b>Assessment Committee Chair:</b> <i>Shawn Deron</i>	<i>Recommend Approval</i>	<i>Apr 29, 2019</i>
<b>Vice President for Instruction:</b> <i>Kimberly Hurns</i>	<i>Approve</i>	<i>Apr 29, 2019</i>