

Arizona Sun Corridor - Get Into Energy Consortium  
 TAACCCT Round 2 Grant (TC-23759-12-60-A-4)  
 Third Party Review of Curriculum and Related Educational Resources

College	Yavapai
Course Number	ELT211
Course Title	Introduction to Linework II
Item Description	Syllabus, Calendar
Reviewed by	BP
Review Date(s)	January 2016

Course Number	Yes
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Course Title	Not included on syllabus	Instructor needs to get this information inserted on syllabus.
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Course Description	OK
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Pre-requisites	Yes
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Co Requisites	None shown
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Student learning outcomes and competencies are clearly identified	Yes	Could be strengthened to provide more guidance to students. Course purpose appears to be quite generic. This is a place to provide the student with examples of expectations for the specific course instead of general statements.
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Required and recommended texts and other materials are clearly identified	Yes
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Description of strategies for student success or available assistance	Yes	Course appears to be classroom only. Since there are no performance outcomes, test and quizzes with scores translated to percentages determines success. Standard college language to outline support services is included.
Description of how course prepares student for a certificate or degree	yes	Focus on knowledge to be gained. I make the assumption that ELT201 is the accompanying lab. Would be wise to include course name with number in co-requisite listing.
Description of how course/item is relevant or applicable to occupation or industry	Partial	Hotsticking is a major piece of instruction. The course description also speaks to Lock out Tag out as do the course outcomes. However, there is no mention of lock-out tag out in the course calendar. This must be corrected. If the item is included in both the course description and outcomes, it must also be included in the calendar.
Description of assessments, evaluation, exams and grading process	Partial	Syllabus speaks to tests, point values and percentages to outline the grading process. Other than naming the exams, there is no explanation of assessment types, etc.
Evidence of industry input, review and approval process	No	This is not evident in the syllabus, Need to validate through advisory meeting minutes or other industry credentialing method.
Evidence of college review and approval process	No	None provided at this point
For items not directly related to a course, any evidence of quality control process	N/A	

The overall quality is a sufficient representation of college and industry standards

Needs improvement

Instructor should address issues raised in this review and provide missing documents for review

Other notes

Should address the apparent partnering of this course with ELT212 to show that performance skills will be addressed in that course.