

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	CPD104
Course Title	Career and Professional Development
Item Description	Course syllabus
Reviewed by	BP
Review Date(s)	February 2016

Course Number	Yes
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Course Title	Yes
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Course Description	Yes
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Pre-requisites	Yes	None needed
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Co Requisites	Yes	None needed
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Student learning outcomes and competencies are clearly identified	yes	Learning outcomes are mapped to seven course content
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Required and recommended texts and other materials are clearly identified	Yes	Handouts, blackboard
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Description of strategies for student success or available assistance	Yes	College services are included in syllabus
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Description of how course prepares student for a certificate or degree	Yes	Focus is on how the student will be prepared for job search and personal awareness.
Description of how course/item is relevant or applicable to occupation or industry	Yes	Awareness building of self and industry of choice for the student.
Description of assessments, evaluation, exams and grading process	Yes	Description of rubrics that will accompany assignments and projects. Need to remove "s" at the end of "each assignments" in grading criteria
Evidence of industry input, review and approval process	No	None provided, though the skills included in this course match up well to skills demanded in preparation for most industry positions.
Evidence of college review and approval process	No	Not provided
For items not directly related to a course, any evidence of quality control process	NA	
The overall quality is a sufficient representation of college and industry standards	Yes	Standard college formats are consistent across program and core courses
Other notes		