

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	PIMA
Course Number	CPD104
Course Title	Career and Personal Development
Item Description	This course will give you an overview of the process of career planning through self-awareness, and understanding. Focus on specific personal effective goals, such as interpersonal skills, integrity, professionalism, self-motivation, and self-development as it relates to the workplace. This class provides resources for career resources for career assessment to determine interest, skills, and values. This class will also provide the opportunity to develop a resume, practice interview techniques, and utilize technology for researching the job market. Includes; critical thinking learning styles, college and career goals, study skills and personal learning styles. Also includes ACT WorkKeys Assessment and National Career Readiness Certificate (NCRC).
Reviewed by	AJZ
Review Date(s)	3/14/2016

	Yes/No/DNA	Comments
Course Number	Yes	
Course Title	Yes	
Course Description	Yes	This class provides resources for career resources for career assessment to determine interest, skills, and values. I do not believe this copied over correctly.
Pre-requisites	None	
Co Requisites	None	
Student learning outcomes and competencies are clearly identified	Yes	Very first objective sets the goal for the entire class. Many fantastic skills for a student to gain.
Required and recommended texts and other materials are clearly identified	Yes	ACT WorkKeys assessment as an example Did not see resources within the school that would be available. On a class such as this it would be very helpful to have them listed due to early arrival of this class within the students tenure at the college.
Description of strategies for student success or available assistance	No	
Description of how course prepares student for a certificate or degree	Yes	More than just the degree, how much it will assist the student with finding employment.
Description of how course/item is relevant or applicable to occupation or industry	Yes	
Description of assessments, evaluation, exams and grading process	Yes	
Evidence of industry input, review and approval process	No	Reference to NCRC which aligns with energy consortium input. Did not see a direct statement of that.
Evidence of college review and approval process	No	
For items not directly related to a course, any evidence of quality control process	Yes	Accredited Assessment
The overall quality is a sufficient representation of college and industry standards	Yes	Great structure and solid content

Very high quality course package. Did not see the credit level of this class.

Other notes
 It is surprising to see the differences between the Yavapai and Pima versions of this course. With proper sharing there are things to gain from both campuses.