

MASTER SYLLABUS

Course Discipline Code & No: ABR 112 Title: Introduction to Automotive Refinishing
 Effective Term Fall /07
 Division Code: VCT Department Code: ABR 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.
 Consultation with all departments affected by this course is required. Total Contact Hours (total contact hours were: _____)
 Course discipline code & number (was _____)* Distribution of contact hours (contact hours were: lecture: 30 'ab 90 clinical _____ other _____)
 *Must submit inactivation form for previous course. Pre-requisite, co-requisite, or enrollment restrictions
 Course title (was _____) Change in Grading Method
 Course description Outcomes/Assessment
 Course objectives (minor changes) Objectives/Evaluation
 Credit hours (credits were: _____) Other _____

Rationale for course or course change. Attach course assessment report for existing courses that are being changed.

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: J.A. Dodd Faculty/Preparer Signature: [Signature] Date: 11/15/07
 Print: Gary Sobby Department Chair Signature: [Signature] Date: 11-15-07
 Division Review by Dean Request for conditional approval
 Recommendation Yes No Dean's/Administrator's Signature: [Signature] Date: 11/15/07
 Curriculum Committee Review Recommendation Tabled Yes No Curriculum Committee Chair's Signature: [Signature] Date: 11/27/07
 Vice President for Instruction Approval Vice President's Signature: [Signature] Date: 1/24/08
 Approval Yes No Conditional

Do not write in shaded area.
 Log File 11/15/07 Ecopy Banner 2/1 C&A Database 2/1 C&A Log File 2/1 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.

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

Course: ABR 112	Course title: Introduction to Automotive Refinishing
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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"><u>Student</u></td> <td style="text-align:center"><u>Instructor</u></td> </tr> <tr> <td>Lecture:</td> <td style="text-align:center">60</td> <td style="text-align:center">60</td> </tr> <tr> <td>Lab:</td> <td style="text-align:center">45</td> <td style="text-align:center">45</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>		<u>Student</u>	<u>Instructor</u>	Lecture:	60	60	Lab:	45	45	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
	<u>Student</u>	<u>Instructor</u>																						
Lecture:	60	60																						
Lab:	45	45																						
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 type="checkbox"/> and <input type="checkbox"/> or _____	_____	_____	_____	<input type="checkbox"/>	_____
<input type="checkbox"/> and <input type="checkbox"/> or _____	_____	_____	_____	<input type="checkbox"/>	_____
<input type="checkbox"/> and <input type="checkbox"/> or _____	_____	_____	_____	<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 _____ |

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<p>Course ABR 112</p>	<p>Course title Introduction to Automotive Refinishing</p>	
<p>Course description State the purpose and content of the course. Please limit to <u>500</u> characters.</p>	<p>This entry level, self-paced course establishes the foundation on which the beginning painter builds his or her career in the automotive refinishing industry. Students will be exposed to today's industry standard methods to include learning how to apply base and clear systems, single stage coatings, primers and sealers. A "hands-on" course, students will learn panel preparation, proper mixing of sprayable material, proper spray-gun technique and adherence to industry safety procedures.</p>	
<p>Course outcomes List skills and knowledge students will have after taking the course.</p> <p>Assessment method Indicate how student achievement in each outcome will be assessed to determine student achievement for purposes of course improvement.</p>	<p>Outcomes (applicable in all sections)</p> <ol style="list-style-type: none"> 1. Identify and demonstrate principles of automotive refinishing. 2. Analyze vehicle paint condition and determine refinishing procedures. 3. Perform necessary repairs in accordance w/safety standards as instructed. 4. Demonstrate the ability to apply refinishing materials on automobiles according to industry standards. 	<p>Assessment Methods for determining course effectiveness</p> <hr/> <p>Chapter test including multiply choice, TF, and fill in the blank and Achievement Record</p> <p>Chapter test including multiply choice, TF, and fill in the blank.</p> <p>Student Achievement Record</p> <p>Student Achievement Record, Final exam using department rubric.</p>
<p>Course Objectives Indicate the objectives that support the course outcomes given above.</p> <p>Course Evaluations Indicate how instructors will determine the degree to which each objective is met for each student.</p>	<p>Objectives (applicable in all sections)</p> <hr/> <p>OUTCOME 1</p> <ol style="list-style-type: none"> 1. Explore planned classroom activities and demonstrate the ability to apply fundamental principles of collision damage repair. <p>OUTCOME 2</p> <ol style="list-style-type: none"> 2. Inspect and identify substrate, type of finish, surface condition, and film thickness; develop and document a plan for refinishing using a total product system. <p>OUTCOME 3</p> <ol style="list-style-type: none"> 3. Select and apply finish using appropriate spray techniques (gun arc, gun angle, gun distance, gun speed, and spray pattern overlap) for the finish being applied. 	<p>Evaluation Methods for determining level of student performance of objectives</p> <hr/> <p>Student Achievement Record, Chapter test, Mid term and Final exams.</p> <p>Student Achievement Record, Chapter test, Mid term and Final exams.</p> <p>Student Achievement Record</p>

	<p style="text-align: center;">OUTCOME 4</p> <p>4. Apply suitable metal treatment or primer in accordance with total product systems.</p> <p>5. Apply suitable sealer to the area being refinished when sealing is needed or desirable.</p> <p>6. Demonstrate the ability to apply single stage and basecoat/clearcoat for panel blending or partial refinishing.</p> <p>7. Identify buffing-related imperfections (swirl marks, wheel burns); correct the condition. Buff and polish finish to remove defects as required.</p>	<p>Student Achievement Record</p> <p>Student Achievement Record</p> <p>Student Achievement Record</p> <p>Student Achievement Record</p>
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List all new resources needed for course, including library materials.

Student Materials:

<p>List examples of types</p> <ul style="list-style-type: none"> Texts Supplemental reading Supplies Uniforms Equipment Tools Software 		<p>Estimated costs</p> <p>\$ 0</p>
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Equipment/Facilities: Check all that apply. (All classrooms have overhead projectors and permanent screens.)

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 and demonstrate principles of automotive refinishing.	Chapter test including multiply choice, TF, and fill in the blank.	w/08 & every 3yrs.	All sections	All students in all sections

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<p>2. Analyze vehicle paint condition and determine refinishing procedures.</p> <p>3. Perform necessary repairs in accordance w/safety standards as instructed.</p>	<p>Chapter test including multiply choice, TF, and fill in the blank.</p> <p>Student Achievement Record</p>	<p>w/08 & every 3yrs.</p> <p>w/08 & every 3yrs.</p>	<p>All sections</p> <p>All sections</p>	<p>All students in all sections</p> <p>All students in all sections</p>
<p>4. Demonstrate the ability to apply refinishing materials on automobiles according to industry standards.</p>	<p>Student Achievement Record, Final exam using department rubric.</p>	<p>w/08 & every 3yrs.</p>	<p>All sections</p>	<p>All students in all sections</p>

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.

Chapter test, mid-term and final exams will be scored against the answer sheet. Points will be assigned to each question with the results compared to the scoring guide. Grading: (90-100%=A, 80-89%=B, 70-79%=C, 60-69%=D)

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 and retention will be: 80% of the students will score 85% or higher on the mid-term, final exam and student achievement record. $((\text{Mid term} + \text{Final} + \text{Achievement Record}) / 3 = 85\% \text{ or higher})$.
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