Washtenaw Community College Comprehensive Report

ABR 231 Project Management and Implementation in Auto Body
Effective Term: Winter 2012

Course Cover
Division: Advanced Technologies and Public Service Careers
Department: Automotive Body
Discipline: Auto Body Repair
Course Number: 231
Org Number: 14110
Full Course Title: Project Management and Implementation in Auto Body
Transcript Title: Proj Mgmt & Implem - Auto Body
Is Consultation with other department(s) required: No
Publish in the Following: College Catalog , Time Schedule , Web Page
Reason for Submission: New Course
Change Information:
   Change in Grading Method
   Outcomes/Assessment
   Objectives/Evaluation
Rationale: Conditionally approved course; seeking full approval. Course to be used as an elective in the revised auto body repair program.
Proposed Start Semester: Winter 2011
Course Description: Students will develop and implement a project plan for specific auto body applications. They will practice identifying project tasks, skills levels required, costs, necessary materials and the time needed to complete the project. Following the development of the project plan, students will track their progress as they apply their skills and abilities to complete these tasks in a real world atmosphere.

Course Credit Hours
Variable hours: No
Credits: 4
Lecture Hours: Instructor: 45 **Student:** 45
Lab: Instructor: 60 **Student:** 60
Clinical: Instructor: 0 **Student:** 0

Total Contact Hours: Instructor: 105 **Student:** 105
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
ABR 123 minimum grade "C"
Prerequisite
ABR 124 minimum grade "C"

General Education
Request Course Transfer
Proposed For:

Student Learning Outcomes

1. Develop a project plan document.
   Assessment 1
   Assessment Tool: Achievement Record
   Assessment Date: Fall 2013
   Assessment Cycle: Every Three Years
   Course section(s)/other population: all sections
   Number students to be assessed: all students in all sections
   How the assessment will be scored: departmentally-developed rubric
   Standard of success to be used for this assessment: 75% of the students will score an average of 80% or higher
   Who will score and analyze the data: department faculty

2. Estimate project cost and completion timelines.
   Assessment 1
   Assessment Tool: Achievement Record
   Assessment Date: Fall 2013
   Assessment Cycle: Every Three Years
   Course section(s)/other population: all sections
   Number students to be assessed: all students in all sections
   How the assessment will be scored: departmentally-developed rubric
   Standard of success to be used for this assessment: 75% of the students will score an average of 80% or higher
   Who will score and analyze the data: department faculty

3. Coordinate parts and materials for ordering and delivery.
   Assessment 1
   Assessment Tool: Achievement Record
   Assessment Date: Fall 2013
   Assessment Cycle: Every Three Years
   Course section(s)/other population: all sections
   Number students to be assessed: all students in all sections
   How the assessment will be scored: departmentally-developed rubric
   Standard of success to be used for this assessment: 75% of the students will score an average of 80% or higher
   Who will score and analyze the data: department faculty

4. Demonstrate the ability to systematically complete assigned tasks and track the progress of the project.
   Assessment 1
   Assessment Tool: Achievement Record
   Assessment Date: Fall 2013
   Assessment Cycle: Every Three Years
   Course section(s)/other population: all sections
   Number students to be assessed: all students in all sections
   How the assessment will be scored: departmentally-developed rubric
   Standard of success to be used for this assessment: 75% of the students will score an average of 80% or higher
   Who will score and analyze the data: department faculty

5. Evaluate the project plan and completed project to identify areas where improvement is

needed.

Assessment 1

    Assessment Tool: Repair Order Form

    Assessment Date: Fall 2013

    Assessment Cycle: Every Three Years

    Course section(s)/other population: all sections

    Number students to be assessed: all students in all sections

    How the assessment will be scored: departmentally-developed rubric

    Standard of success to be used for this assessment: 75% of the students will score an average of 80% or higher on the repair order form.

    Who will score and analyze the data: department faculty

Course Objectives

1. Adhere to safe work practices.
   Matched Outcomes
2. Select tools and equipment using knowledge of procedures to accomplish project tasks.
   Matched Outcomes
3. Identify all project tasks.
   Matched Outcomes
   1. Develop a project plan document.
4. Identify the order of project tasks and project milestones.
   Matched Outcomes
   1. Develop a project plan document.
5. Identify the time required for each task.
   Matched Outcomes
   1. Develop a project plan document.
   4. Demonstrate the ability to systematically complete assigned tasks and track the progress of the project.
6. Using estimated task time, develop the project timeline.
   Matched Outcomes
   1. Develop a project plan document.
   4. Demonstrate the ability to systematically complete assigned tasks and track the progress of the project.
7. Estimate total project length using timeline and milestones. Determine if project can be accomplished within the time allotted.
   Matched Outcomes
   1. Develop a project plan document.
   4. Demonstrate the ability to systematically complete assigned tasks and track the progress of the project.
8. Generate parts and materials list and estimate cost.
   Matched Outcomes
   1. Develop a project plan document.
9. Research parts and materials availability.
   Matched Outcomes
   1. Develop a project plan document.
10. Research parts and materials lead times and how they impact the project timeline.
    Matched Outcomes
    1. Develop a project plan document.
11. Identify total project costs and determine if it is affordable.
    Matched Outcomes
    1. Develop a project plan document.
    2. Estimate project cost and completion timelines.
12. Order parts and materials.
    Matched Outcomes
13. Recognize different types of skills required to perform a complex project in industry.
    Matched Outcomes
    1. Develop a project plan document.
    4. Demonstrate the ability to systematically complete assigned tasks and track the

progress of the project.
14. Determine opportunities for efficiencies.
   Matched Outcomes
15. Track progress against the project plan.
   Matched Outcomes
      4. Demonstrate the ability to systematically complete assigned tasks and track the progress of the project.
16. Evaluate performance against the project plan.
   Matched Outcomes
      1. Develop a project plan document.
17. Identify areas needing improvement.
   Matched Outcomes
18. Safely and accurately perform project tasks according to the plan.
   Matched Outcomes
      4. Demonstrate the ability to systematically complete assigned tasks and track the progress of the project.

New Resources for Course
Course Textbooks/Resources
   Textbooks
   Manuals
   Periodicals
   Software
Equipment/Facilities
   Level III classroom

Reviewer	Action	Date
Faculty Preparer:		
Scott Malnar	*Faculty Preparer*	*Aug 12, 2011*
Department Chair/Area Director:		
Scott Malnar	*Recommend Approval*	*Aug 17, 2011*
Dean:		
Ross Gordon	*Recommend Approval*	*Aug 22, 2011*
Vice President for Instruction:		
Stuart Blacklaw	*Approve*	*Sep 22, 2011*