CURRICULUM/GEN ED COMMITTEE
a standing committee of the Educational Advisory Council

Agenda
June 1, 2005 - 3:00 pm
Sylvania, CC – Conference Room B

Informational Items from the Curriculum Office:

(These items do not require curriculum committee recommendation)

- Experimental Course Requests
  - BCT 299G - Alternative Building Design and Construction 2
- Course Inactivations
  - None this month
- Distance Learning
  - None this month

OLD BUSINESS

285. BA 177 – Payroll Accounting
Description Change: remove BA96 from recommended courses
If BA 96 is not being offered, a request for inactivation needs to be submitted.
Postponed due to lack of representation.

286. BA 210 – Advanced Accounting Spreadsheet Application
Description Change: remove BA96 from recommended courses
If BA 96 is not being offered, a request for inactivation needs to be submitted.
Postponed due to lack of representation.

287. BA 215 – Basic Cost Accounting
Description Change: remove BA96 from recommended courses
If BA 96 is not being offered, a request for inactivation needs to be submitted.
Postponed due to lack of representation.

288. BA 228 – Computer Accounting Applications
Description Change: remove BA96 from recommended courses
If BA 96 is not being offered, a request for inactivation needs to be submitted.
Postponed due to lack of representation.

289. BA211 – Principles of Accounting I
Description Change: Add “Recommend familiarity with spreadsheet applications such as Excel”
Postponed due to lack of representation.

290. BA 212 – Principles of Accounting II
Description Change: Add “Recommend familiarity with spreadsheet applications such as Excel”
Postponed due to lack of representation.

NEW BUSINESS

357. MT 70 – Vacuum technology Practice
New Course

358. CAS 113 – Enhancing Web Pages with JavaScript
Number Change: CAS 213

Description Change: replace "…form input, manipulating browser windows, and working with cookies." With "…responding to mouse clicks and mouse-overs, working with text, images, windows and forms, and doing basic math operations."
Outcomes Change: Add "—Develop simple projects demonstrating JavaScript techniques.

CIS 120 – Computer Concepts I
Description Change: See full request for details
Outcomes Change: See full request for details
CIS 121 – Computer Concepts II
Description Change: See full request for details
Outcomes Change: See full request for details

BCT 280A – Cooperative Education: Building Construction Technology
Contact/Credit Hour Change
Current: Multiple courses with differing credits
Proposed: 1 to 12 variable credits

DISCUSSION ITEMS

- Membership
- 3-4 credit process (what's still out there, how should we handle it)
- Credit for prior learning
- Merging the GenEd and Transfer lists

Curriculum Course Revision Form
Course Changes for Number, Title, Description, Prerequisites, and Outcomes

Change:	Description (Requisites)
Current course number:	BA 177
Current course title:	Payroll Accounting
Current description:	no change.
Proposed description:	Remove BA 96 from the list of recommended courses.
Reason for description change:	BA 96 Accelerated Computerized Accounting is not being actively offered at any PCC Campus.
Will this impact other sacs?:	no
Will this impact other depts/campuses?:	no
Implementation term:	fall
Implementation year:	2005
Contact name:	Geoff Boice
Contact e-mail:	gboice@pcc.edu

Curriculum Course Revision Form
Course Changes for Number, Title, Description, Prerequisites, and Outcomes

Change:	Requisites
Current course number:	BA 210
Current course title:	Advanced Accounting Spreadsheet Application
Current description:	no change.
Proposed description:	Remove BA 96 from the list of recommended courses.
Reason for description change:	BA 96 Accelerated Computerized Accounting is not being actively offered at any PCC Campus.
Will this impact other sacs?:	no
Will this impact other depts/campuses?:	no
Implementation term:	fall
Implementation year:	2005
Contact name:	Geoff Boice
Contact e-mail:	gboice@pcc.edu

Curriculum Course Revision Form
Course Changes for Number, Title, Description, Prerequisites, and Outcomes

Change:	Description (Requisites)
Current course number:	BA 211
Current course title:	Principles of Accounting I
Current description:	no change-just adding a recommended course.
Proposed description:	No change. Adding: Recommend familiarity with spreadsheet applications such as Excel.
Reason for description change:	Much of the homework students are required to do can be done with the use of spreadsheet applications and by knowing excel students will enhance their learning of the course materials.
Will this impact other sacs?:	no
Will this impact other depts/campuses?:	no
Implementation term:	fall
Implementation year:	2005
Contact name:	Geoff Boice
Contact e-mail:	gboice@pcc.edu

Curriculum Course Revision Form
Course Changes for Number, Title, Description, Prerequisites, and Outcomes

Change:	Requisites
Current course number:	BA 212
Current course title:	Principles of Accounting II
Current description:	no change-just adding a recommended course.
Proposed description:	No change. Adding: Recommend familiarity with spreadsheet applications such as Excel.
Reason for description change:	Much of the homework students are required to do can be done with the use of spreadsheet applications and by knowing excel students will enhance their learning of the course materials.
Will this impact other sacs?:	no
Will this impact other depts/campuses?:	no
Implementation term:	fall
Implementation year:	2005
Contact name:	Geoff Boice
Contact e-mail:	gboice@pcc.edu

Curriculum Course Revision Form
Course Changes for Number, Title, Description, Prerequisites, and Outcomes

Change:	Requisites
Current course number:	BA 215
Current course title:	Basic Cost Accounting
Current description:	no change.
Proposed description:	Remove BA 96 from the list of recommended courses.
Reason for description change:	BA 96 Accelerated Computerized Accounting is not being actively offered at any PCC Campus.
Will this impact other sacs?:	no
Will this impact other depts/campuses?:	no
Implementation term:	fall
Implementation year:	2005
Contact name:	Geoff Boice
Contact e-mail:	gboice@pcc.edu

Curriculum Course Revision Form
Course Changes for Number, Title, Description, Prerequisites, and Outcomes

Change:	Description (Requisites)
Current course number:	BA 228
Current course title:	Computer Accounting Applications
Current description:	no change.
Proposed description:	Remove BA 96 from the list of recommended courses.
Reason for description change:	BA 96 Accelerated Computerized Accounting is not being actively offered at any PCC Campus.
Will this impact other sacs?:	no
Will this impact other depts/campuses?:	no
Implementation term:	fall
Implementation year:	2005
Contact name:	Geoff Boice
Contact e-mail:	gboice@pcc.edu

Curriculum Course Request
New Course

Course number:	MT 70
Course title:	Vacuum Technology Practice
Transcript title:	Vacuum Technology Practice
Lecture hours:	0
Lab hours:	0
Lec/lab hours:	0.5
Load total:	.027
Weekly contact hours:	10
Total credits:	0.5
Reason for new course:	Industry representatives have expressed an interest in having a course available to offer their entry level technicians to introduce them to the fundamentals of the high-vacuum systems prevalent in the semiconductor manufacturing industry. This course is expected to augment the current EST MT certificate.
Course description:	Customizable survey course in the theory and practice of vacuum as used in semiconductor manufacturing. Includes vacuum principles, vacuum pumps, gauges and components, and leak detection.
Prerequisite(s):	None
Learning outcomes:	On completion of this course the student should be able to: 1. Discuss safety concerns and precautions associated with vacuum systems. 2. Describe the normal operation behavior of the following vacuum components: a. Roughing pumps b. High vacuum pumps c. Gauges d. Valves e. Seals, bellows and pass-through 3. Describe the basic relationships between pressure, temperature, gas flow, pump rates, and leaks, as they pertain to vacuum systems 4. Describe mean free path, its relationship to pressure, and its impact on processes 5. Perform the following: a. Leak detection b. Construct valving sequences c. Assemble and disassemble vacuum components d. Calibrate gauges e. ROR 6. Baseline a tool
Course format:	On Campus
Are there similar courses existing:	NO
Required or elective:	Elective
Is there impact on degrees or certificates:	NO

Is there an impact on another dept or campus?:	NO
Have other sacs been contacted?:	NO
Is there an increase in costs for library or av dept?:	NO
Implementation term:	Fall
Implementation year:	2005
Contact name:	Eric Kirchner
Contact e-mail:	ekirchne@pcc.edu

Course Content and Outcome Guide rev1.2

Date: April 26, 2005 prepared by: Eric Kirchner

Course Number: MT070

Course Title: Vacuum Technology Practice

Credit hours: 0.5
Lecture Hours per Week: 0
Lab Hours per Week: 0
Lec/Lab Hours per Week: 5
Number of Weeks: 2
Special fee: none

Course Description for Publication:

Customizable survey course in the theory and practice of vacuum as used in semiconductor manufacturing. Includes vacuum principles, vacuum pumps, gauges and components, and leak detection.

Prerequisites: None

Addendum to the Description:

This course is designed as and introductory and/or reinforcement of the concepts and equipment used in the high-vacuum systems used in semiconductor processing. It will use a laboratory environment to explore the impact of vacuum theory without delving into the technical details of the theory. Students will learn how vacuum systems and components should behave so that they can troubleshoot and repair them.

Expected Student Outcomes

On completion of this course the student should be able to:

1. Discuss safety concerns and precautions associated with vacuum systems.
2. Describe the normal operation behavior of the following vacuum components:
    a. Roughing pumps
    b. High vacuum pumps
    c. Gauges
    d. Valves
    e. Seals, bellows and pass-through
3. Describe the basic relationships between pressure, temperature, gas flow, pump rates, and leaks, as they pertain to vacuum systems
4. Describe mean free path, its relationship to pressure, and its impact on processes
5. Perform the following:
    a. Leak detection
    b. Construct valving sequences
    c. Assemble and disassemble vacuum components
    d. Calibrate gauges
    e. ROR
6. Baseline a tool

Course Activities and Design:

This course will focus on laboratory activities. Concepts will be introduced in the laboratory, then demonstrated by the students. The course may include some reading and homework assignments which the students are expected to complete.

The laboratory portion of the course meets twice for 5 hours per meeting.

Assessment:

Assessment of student performance in this course will be conducted in both the lecture and laboratory portions of the course and may be in the form of written and /or practice-based questions, and competency demonstrations.

Course Content (Themes, Concepts, Issues, Competencies, and Skills) The following concepts will be introduced:

0.0 Vacuum safety

1.0 Gas Properties

- 1.1 Define the terms: pressure and vacuum.
- 1.2 Convert pressure units between the following systems of units: torr, pascal, mbar, atm, and mm of Hg.
- 1.3 List the gaseous components and percent composition of air (excluding water vapor as a component).
- 1.4 Define the term "Standard Temperature and Pressure" or STP.
- 1.5 List the four different pressure ranges of vacuum systems: low, medium, high, and ultra-high.
- 1.6 State the relationship of vacuum ranges to semiconductor processes: photolithography, etch, diffusion, deposition, ion implant, metallization, metrology.

2.0 Gas Flows

- 2.1 Define the terms: throughput and conductance.

3.0 Gas Sources

- 3.1 Define the following terms: volume gas, surface gas, and monolayers.
- 3.2 Give examples of where volume gases, surface gases, and monolayers occur in a vacuum system.
- 3.3 Relate surface gas composition variations to pumping time.
- 3.4 Define the term: rate-of-rise.
- 3.5 Define the term: outgassing.
- 3.6 Identify materials that are the major sources of outgassing in vacuum systems.
- 3.7 Describe the effects of outgassing and contamination on vacuum system performance.

4.0 Vacuum Systems

- 4.1 Sketch and describe the mechanical operation of the following mechanical pumps: rotary oil-sealed mechanical pump, dry pump, and lobe pump.
- 4.2 Give the operating pressure range and operating principle of the following low-vacuum gauges: absolute pressure gauge, diaphragm gauge, capacitance manometer, thermocouple gauge and convection gauge.
- 4.3 State the operating pressure range for the following high vacuum pumps: turbomolecular pumps, cryo pumps, diffusion pumps, cryo panels and cryo traps, and getters.
- 4.4 Give the operating pressure range and operating principle of the following high vacuum gauges: cold cathode ionization gauge and hot cathode ionization gauge.

4.5 Describe how gas loads affect pumps

5.0 Leak Detection

5.1 Describe the following types of leaks; real leaks; seal surface integrity,: virtual leaks.

5.2 Vacuum Trouble shooting techniques.

5.3 Demonstrate troubleshooting skills by systematic leak detection using helium gas.

5.4 Relate leak rate to standard cc/sec.

5.5 Define the term: virtual leak.

6.0 Residual Gas Analyzer

6.1 State the purpose of a residual gas analyzer.

6.2 Analyze a mass spectrum in a typical vacuum situation.

7.0 Vacuum Components and Materials

7.1 Describe the operating principle and best usable pressure range of the following fittings: O-Ring, Conflat flange, K-flange, and Swagelock.

7.2 Describe the operating principles and correct operation of the following valves: Regulators, Nupro pneumatic, needle valve, throttle value, swing gate, and sliding gate.

7.3 Describe basic lubrication processes, fluid rheology and techniques for vacuum lubrication.

7.4 Describe vacuum sealing and joining techniques: welded and brazed metal joints, metal, glass and ceramic joints, elastomer and metal-sealed flanges, valves, and motion feed-throughs.

Curriculum Course Request
Course Revision

Change:	Course Number, Description, Learning Outcomes
Current course number:	CAS 113
Proposed course number:	CIS 213
Current course title:	Enhancing Web Pages with JavaScript
Current description:	Presents a thorough introduction to the JavaScript language, from a non-programmers viewpoint. Add interactivity to web pages and perform a variety of tasks such as validating form input, manipulating browser windows, and working with cookies. Recommended: CAS 111 or equivalent.
Proposed description:	Presents a thorough introduction to the JavaScript language, from a non-programmers viewpoint. Add interactivity to web pages and perform a variety of tasks such as responding to mouse clicks and mouse-overs, working with text, images, windows and forms, and doing basic math operations. Recommended: CAS 111 or equivalent.
Reason for description change:	Reflects the actual material being taught in the course. The previous description was written before the course had been taught.
Current learning outcomes:	--Develop JavaScript extensions to web pages --Upload, test and deploy web pages containing JavaScript
Proposed learning outcomes:	--Develop JavaScript extensions to web pages --Develop simple projects demonstrating JavaScript techniques --Upload, test and deploy web pages containing JavaScript
Reason for learning outcomes change:	Projects are being completed in the course, making the course more comprehensive than the original. This is the reason for 4 credits instead of 3 and an additional outcome.
Is there an impact on other sacs?:	no
Will this impact other depts/campuses?	no
Request term:	fall
Requested year:	2005
Contact name:	Ron Bekey
Contact e-mail:	rbekey@pcc.edu

Curriculum Course Request
Course Revision

Change:	Course Number, Description, Learning Outcomes
Current course number:	CIS 120
Proposed course number:	
Current course title:	Computer Concepts I
Current description:	Demystify computing and discover how computers work. Solve practical problems using computer technology. Explore the Internet and the creation of basic web pages. Discuss controversial ethical issues and their impact on society. Recommended: Completion of WR 90, MTH 65, and basic computer skills equivalent to CAS 133.
Proposed description:	Demystify computing and discover how computers work. Solve practical problems using computer technology. Explore the Internet and the creation of basic web pages. Discuss controversial ethical issues and their impact on society. Recommended: Completion of WR 90, MTH 65, and basic computer skills equivalent to CAS 133 or BA 131.
Reason for description change:	or BA 131 added after discussion with the BA SAC.
Current learning outcomes:	--Describe and explain the significance of the system development life cycle. ---Recognize when to apply the process to information systems problems. --Design and prepare informative, organized, and accurate presentations of text, audio and graphical information using computer technology and taking into account technical and aesthetic considerations. --Evaluate and use (personal) computer hardware and software. --Make ethical decisions related to technology considering copyright laws, privacy, security, free speech and censorship. --Describe information representation, storage, simulation and analysis using computer technology. --Communicate effectively and ethically using electronic media and explain the process. --Analyze effects of technology trends (both historical and future) on global culture and society.
Proposed learning outcomes:	---Identify, explain and demonstrate the operation of computer systems and networks. --Describe and explain the significance of various theoretical system development models. --Analyze computer technology problems and select appropriate computer hardware and software. --Apply appropriate processes to solve basic information systems problems. --Explore solutions to personal and business issues using computer technology. --Describe milestones in computer history and discuss their effect on global culture and society. --Communicate and document computer technology concepts using a variety of electronic media

	taking into account technological and aesthetic considerations. --Weigh ethical issues related to technology including copyright laws, privacy, security, free speech, and censorship. --Work and communicate effectively with persons of diverse backgrounds
Reason for learning outcomes change:	Revised by Committee to reflect the current desire of the SAC in the positioning of this course in the college and in relation to CIS 121 and courses which may be perceived as similar in CAS and BA.
Is there an impact on other sacs?:	no
Will this impact other depts/campuses?	no
Request term:	fall
Requested year:	2005
Contact name:	Ron Bekey
Contact e-mail:	rbekey@pcc.edu

Curriculum Course Request
Course Revision

Change:	Course Number, Description, Learning Outcomes
Current course number:	CIS 121
Proposed course number:	
Current course title:	Computer Concepts II
Current description:	Evaluate, select and apply computer technology to solve practical problems. Use Internet technologies. Organize and display information using a database. Address ethical issues. Recommended: CIS 120 or equivalent.
Proposed description:	Evaluate, select and apply computer technology to solve practical problems. Explore Internet technologies, networking and operating systems. Organize and display information using a database. Address ethical issues. Recommended: CIS 120 or equivalent.
Reason for description change:	networking and operating systems added (oversight in previous course description change a few months ago).
Current learning outcomes:	--Use the system development life cycle to solve small quantitative and qualitative problems using computer technology. --Build models to support quantitative and qualitative analysis considering ethical issues in collection and analysis. --Demonstrate application of computer technology for information representation, storage, simulation and analysis. --Apply computer technology to design and prepare informative and organized presentations of quantitative information. --Assess the implications of technology use on organizations and their management. --Apply database concepts and use ER diagrams to design, develop, and use a database. --Analyze, design and evaluate query results, forms and reports.
Proposed learning outcomes:	--Identify and use a wide range of resources and techniques to solve technical problems --Apply a system development model to solve a problem. --Choose testing methods and tools most appropriate for the scope and purpose of projects --Apply database concepts and use ER diagrams to design, develop, and use a database. --Analyze the elements of programs --Design a small local area network --Solve quantitative and qualitative problems using computer software. --Assess the implications of technology use on organizations and their management. --Describe trends in computer technology and discuss their effect on global culture and society. --Communicate computer technology concepts using a variety of electronic media taking into account technological and aesthetic considerations. --Weigh ethical issues related to technology including viruses, spyware, hacking and risk assessment.

Reason for learning outcomes change:	Revised by Committee to reflect the current desire of the SAC in the positioning of this course in the college and in relation to CIS 121 and courses which may be perceived as similar in CAS and BA.
Is there an impact on other sacs?:	no
Will this impact other depts/campuses?	no
Request term:	fall
Requested year:	2005
Contact name:	Ron Bekey
Contact e-mail:	rbekey@pcc.edu

Curriculum Course Request
Contact/Credit Hour Revision

Course number:	BCT 280A	
Course title:	Cooperative Education Building Construction Technology	
	Current	Proposed
Lecture hours:		
lab hours:		
lec/lab hours:		
load:		
contact hours:	33	33-396
credit hours:	1	1-12

Reason for change: We now list several courses, which are identical except for the number of credits. These classes are BCT280A, BCT280B, BCT280C, BCT280D, BCT280E, and BCT280F. We believe it would be simpler to list one course with a variable number of credits. This approach has been successful for other departments, notably COUNSELING AND GUIDANCE for their CG 280A course titled "Cooperative Education, Career Development". This course is listed with variable credit hours. One other reason for the change is to standardize the number of work hours per credit at 33. Right now it the number of work hours per credit ranges from 32.5 to 50 work hours per credit. If this change is approved, we will no longer need BCT280B through BCT280F.

Are outcomes affected?: NO

Are degrees/certs affected?: No

Is there an impact on other dept/campus?: NO

Is there potential conflict with another sac?: NO

Implem. Term: Fall

Implem. Year: 2005

Contact name: Richard Edwards

Contact email: redwards@pcc.edu

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FORM F

STATEMENT TO DEVELOP A NEW COURSE
Must include Form G and CCOG

1. PROPOSED COURSE TITLE AND NUMBER.
   LA 224- Torts and Personal Injury

2. PROPOSED 30 CHARACTER TITLE FOR STUDENT TRANSCRIPT.
   Torts and Personal Injury

3. COURSE DESCRIPTION FOR PUBLICATION: (TO BE USED IN THE ANNUAL COLLEGE CATALOG AND SCHEDULE OF CLASSES.)

   This course provides students with an overview of tort law and handling of personal injury claims, including paralegal's Includes study of intentional torts, negligence and strict liability claims; defenses; vicarious liability; tort claims act; damages; analyze fact situations; review caselaw; draft pleadings; discovery issues; settlement issues; and apply principles discussed in class. Prerequisites: LA 101 and LA 102.

4. INDICATE REASON(S) FOR NEW COURSE:

   Torts and personal injury law is a significant practice area for paralegals. A class presently is not offered at PCC Paralegal Program which addresses this important area. The course would provide an important foundation for any student interested developing skills and knowledge in this significant practice area.

5. IS THIS COURSE BEING RECOMMENDED FOR GENERAL ED, DIVERSITY, OR AAOT LISTS?

NO

6. IS THIS COURSE RECOMMENDED TO BE TAUGHT THROUGH DISTANCE LEARNING?

NO

7. WHERE WILL THIS COURSE BE TAUGHT (CAMPUS)?

Cascade Campus/Central workforce training center will be primary locations. Other locations at Cascade, Sylvania or Rock Creek as appropriate based on needs of students.

8. LEARNING OUTCOMES.

Familiarity with:
Negligence claims, including
    Statutory torts, negligence per se, counterclaims, comparative negligence, prima facie case, damages
Intentional torts, including
    Assault and battery, Intentional Infliction of Emotional Distress, Defamation and other intentional tort claims
Strict Liability
Measuring damages
Drafting pleadings
Use of discovery and summarizing or evaluating medical records
Analyzing case fact situations
Briefing (summarizing) cases
Knowledge of relevant statutes of limitations
Dealing with insurance companies

Evaluating defenses
Settlement considerations
Client discussions regarding the settlement process and litigation

9. NEEDS STATEMENT: INDICATE WHETHER OR NOT THERE ARE SIMILAR

COURSES AT THIS TIME. PLEASE SEE PCC CATALOG. IF THERE ARE SIMILAR

COURSES, HAVE YOU MET WITH APPROPRIATE SAC's?

No similar courses at PCC.

10. CERTIFICATE AND/OR DEGREE REQUIREMENTS MET. WILL THIS COURSE BE

REQUIRED, OR AN ELECTIVE?

Elective. Prerequisite LA 101 and LA 102.

11. INDICATE THE IMPACT, IF ANY, WHICH THIS PROPOSAL WILL HAVE ON OTHER

DEPARTMENTS AND CAMPUSES OTHER THAN YOUR OWN.

None, unless at a future time the class was offered at another campus. Mutual working arrangements would then be established as done for other courses.

12. DOES THE PROPOSAL INVOLVE INCREASED COSTS (MATERIALS, STAFF, EQUIPMENT,

SPACE) FOR THE LIBRARY AND AUDIO-VISUAL DEPARTMENT?

No.

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FORM G

NEW COURSE

DATE: March 28, 2005

COURSE SUBJECT AND NUMBER: LA 224

Legal Assistant Program: Torts and Personal Injury

CREDIT HOURS	3
LECTURE HRS/WEEK	3
LAB HRS/WEEK	0
LEC/LAB HRS/WEEK	3
LOAD TOTAL	3
TOTAL WKLY CONTACT HRS	3
REQUESTED IMPLEMENTATION TERM	Fall, 2005

_____ RECOMMENDED[ ] NOT RECOMMENDED**[
SAC CHAIR (signature indicates full SAC review)

_____
DATE

_____ RECOMMENDED[ ] NOT RECOMMENDED**[
SAC/ADMINISTRATIVE SUPPORT

_____
DATE

_____ RECOMMENDED[ ] NOT RECOMMENDED**[
DEAN OF INSTR./DEAN OF STUDENT DEV.

_____
DATE

_____ RECOMMENDED[ ] NOT RECOMMENDED**[
EXECUTIVE DEAN

_____
DATE

_____ RECOMMENDED[ ] NOT RECOMMENDED**[
EAC CURRICULUM CHAIR

_____
DATE

_____ RECOMMENDED[ ] NOT RECOMMENDED**[
EAC COUNCIL CHAIR

_____
DATE

_____ APPROVED [ ] NOT APPROVED [ ]
PRESIDENT

_____
DATE

_____ _____
DEAN OF ACADEMIC SERVICES IMPLEMENTATION TERM

_____
DATE

** If not recommended, please attach explanation.

INSTRUCTOR LOAD FACTOR WORKSHEET

Format	**Formula**
Lecture (including recitation and seminars)	Number of instructor contact hours X .068 = load _____
Lecture/Lab	Number of hours X .054 = load _____

Lab (including P.E. and directly supervised clinicals) Number of hours X .046 = load _____

Field Supervision (including Co-0p, practicums, indirectly supervised clinicals, and special projects) Number of hours X .038 = load _____

Shop Number of hours X .043 = load _____

TOTAL LOAD _____

EXAMPLES:

HST 205 3 hrs. lec. X .068 = .204

MRT 270 2 hrs. lec. X .068 = .136
3 hrs. lab. X .046 = .138

CET 213 1 hr. lec. X .068 - .068
2 hrs. lec/lab X .054 = .108
3 hrs. lab. X .046 = .138

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DATE: May 19, 2005 PREPARED BY: J.Brask

COURSE NUMBER: LA 224

COURSE TITLE: Torts and Personal Injury

CREDIT HOURS: 3

LECTURE HOURS PER WEEK: 3

LECTURE/LAB HOURS PER WEEK: 0

LAB HOURS PER WEEK (INCLUDES CO-OP, PRACTICUM OR CLINICAL): 0

NUMBER OF WEEKS:11

SPECIAL FEE: N/A

COURSE DESCRIPTION FOR PUBLICATION:
This course provides students with overview of tort law and handling personal injury claims, including paralegal's ro

ADDENDUM TO DESCRIPTION:
An elective satisfying the requirements of Associate of Applied Science degree-Legal Assistant or Legal Assistant
INTENDED OUTCOME(S) FOR THE COURSE:

1) Learn to analyze the elements and essentials of common tort claims,
   as evidenced by case briefing, exams, pleading development or other projects.
2) Identify and analyze defenses to common tort claims,
   as evidenced by case briefing, exams, pleading development or other projects.
3) Develop ability to analyze fact situations involving tort claims,
   as evidenced by case briefing, exams, pleading development or other projects.
4) Familiarity with handling negligence case from initial pleadings through discovery process and trial,
   as evidenced by case briefing, exams, pleading development or other projects.
5) Learn to evaluate damages,
   as evidenced by exams, evaluations of fact situations or other projects.
6) Understanding of paralegal's role in the law office handling tort and personal injury claims,
   as evidenced by participation in projects, exams or other projects.
7) Understanding of how to guide clients through the litigation and settlement process,
   as evidenced by exams or other projects.

COURSE ACTIVITIES & DESIGN: (OPTIONAL)

OUTCOME ASSESSMENT STRATEGIES: (CASE STUDIES, GROUP PROJECTS, INDIVIDUAL PROJECTS, QUI
Midterm
Final
Projects
Written assignments

Class participation
Briefing (summarizing) cases

COURSE CONTENT: (THEMES, CONCEPTS, ISSUES, COMPETENCIES AND SKILLS)

The following concepts will be introduced and discussed:

Negligence claims, including:

Statutory torts, negligence per se, counterclaims, comparative negligence, prima facie case, damages

Intentional Torts, including:

Assault and battery, Intentional Infliction of Emotional Distress, Defamation and other intentional tort claims

Settlement process; litigation process; client relations; discovery in personal injury cases.

In addition, students will demonstrate:

Communication skills: PCC graduates should be able to communicate effectively by determining the purpose of

Critical Thinking and Problem Solving: PCC graduates should be able to think critically and creatively to solve

Cultural Awareness: PCC graduates should be able to demonstrate an understanding of the varieties of human c

Professional Competance: PCC graduates should demonstrate master of their discipline at a level appropriate to

Self-Reflection: PCC graduates should be self-appraising in applying knowledge and skills they have learned, e

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Speical request to allow concurrent enrollment in LAT 214 and LAT 217.