NEOSHO COUNTY COMMUNITY COLLEGE
MASTER COURSE SYLLABUS

COURSE IDENTIFICATION

Course Code/Number: ETEC 194

Course Title: Introduction to Tech Systems

Division: [x] Applied Science (AS)   [ ] Liberal Arts (LA)   [ ] Workforce Development (WD)

[ ] Health Care (HC)   [ ] Lifetime Learning (LL)   [ ] Nursing   [ ] Developmental

Credit Hour(s):   Three (3)

Effective Date: Fall 2013

Assessment Goal Per Outcome: 70%

COURSE DESCRIPTION

An introductory study of the systems of technology as applied in Communication, Manufacturing, Construction, Biotechnology, and Power/Energy/Transportation; including their organizations, techniques, resources, products, evolution and impact on society. Format is lecture-demonstration with related application activities.

MINIMUM REQUIREMENTS/PREREQUISITES AND/OR COREQUISITES

None

TEXTS

The official list of textbooks and materials for this course is found on *my*Neosho.

http://www.neosho.edu/ProspectiveStudents/Registration/CourseSyllabi.aspx

GENERAL EDUCATION OUTCOMES

1. Practice Responsible Citizenship through:

- identifying rights and responsibilities of citizenship,
- identifying how human values and perceptions affect and are affected by social diversity,
- identifying and interpreting artistic expression.
2. Live a healthy lifestyle (physical, intellectual, social) through:
   - listing factors associated with a healthy lifestyle and lifetime fitness,
   - identifying the importance of lifetime learning,
   - demonstrating self-discipline, respect for others, and the ability to work collaboratively as a team.
3. Communicate effectively through:
   - developing effective written communication skills,
   - developing effective oral communication and listening skills.
4. Think analytically through:
   - utilizing quantitative information in problem solving,
   - utilizing the principles of systematic inquiry,
   - utilizing various information resources including technology for research and data collection.

COURSE OUTCOMES/COMPETENCIES (as Required)

Upon completion of the course, students will be able to:

Outcome 1:
Demonstrate an understanding of the evolution of technology, its impact on people, and the creation of systems of technology.

Outcome 2:
Demonstrate an understanding of communication technology

Outcome 3:
Demonstrate an understanding of manufacturing technology

Outcome 4:
Demonstrate an understanding of transportation technology

Outcome 5:
Demonstrate an understanding of construction technology

Outcome 6:
Demonstrate an understanding of bio-related technology

Outcome 7:
Demonstrate an understanding of careers and opportunities in technology

MINIMUM COURSE CONTENT

The following topics must be included in this course. Additional topics may also be included.

I.   **Introduction to Technology**
   A.   Exploring Technology
      1.   What is technology?
      2.   History and evolution of technology
      3.   Cultures-their contribution to and use of technology
      4.   The impact of technology on people, technology and the environment
      5.   Communication, manufacturing, transportation, construction, and biotechnology
      6.   Relationship between knowledge and human knowledge
   B.   Problem Solving: Creating Systems of Technology
      1.   Problem solving process
      2.   Technological systems

II. **Communication Technology**
   A.   The Communication System
   B.   Computer Use- Word Processing, Desktop Publishing, CAD and Graphics, Internet
   C.   Telecommunication- Telephone, Radio, Television, Satellite Communication Systems
   D.   Graphic Communication- Visual Design, Printing, Photography, Drafting/Design
   E.   Trends in Communication

III. **Manufacturing Technology**
   A.   Manufacturing Systems
      1.   Development of manufacturing- past, present, future
      2.   Manufacturing materials- wood, metal, plastics, ceramic; & processes
      3.   Managed production systems
   B.   Product Development
   C.   Production Planning
   D.   Production
   E.   Marketing
   F.   Computer-Integrated Manufacturing
   G.   Trends in Manufacturing Technology

IV. **Transportation Technology**
   A.   Transportation Systems
   B.   Types and Modes of Transportation- Air/Space, Water, Land
   C.   Intermodal Transportation
   D.   Power in Transportation- Electrical, Mechanical, Fluid and Thermal Systems
   E.   Trends in Transportation Technology

V.   **Construction Technology**
   A.   Construction Systems
   B.   Planning Construction
   C.   Managing Construction
   D.   Constructing Homes and Other Buildings
   E.   Other Construction Projects
   F.   Trends in Construction Technology

VI. Bio-Related Technology
    A.   Bio-Related Systems
    B.   Applications of Bio-Related Systems
    C.   Impacts of newer Bio-related Technologies
    D.   Bio-ethics

VII. Careers and Opportunities in Technology
    A.   Engineering and Engineering Technologist
    B.   Industrial Technologist
    C.   Technicians
    D.   Trades and Craftspersons
    E.   Teaching, Training and Related Careers in Business and Technology

STUDENT REQUIREMENTS AND METHOD OF EVALUATION

INSTRUCTIONAL METHODS

To achieve our instructional objective, faculty will employ lecture, discussion, demonstrations, and student oral and written response. Faculty may also employ some combination of other instructional methods, including:

· video & power pt presentations technology-	. quizzes and tests
. related in-class lab activities	
· problem solving/creative thinking	· small group work
· worksheets	· outside speakers
· outside-class computer activities	· role playing
· technical writing assignments	· out-of-class events
· out-of-class responses and readings	· multicultural activities
· tours	. journals
· contextual learning-integrated academics	· cooperative learning methods

STUDENT REQUIREMENTS

Requirements for course may include:

Attendance	Laboratory activities and related assignments
Notebook	Technical paper
Problem solving activity	Research and experimentation activity

Evaluation:
1. Student may be graded on his or her ability to answer questions on objective and essay tests.
2. Student is evaluated on the completion and quality of assigned work.
3. Student is judged on basis of his/her participation and cooperation in activities.

<u>GRADING SCALE</u>

> A = 90-100%
>
> B = 80-89%
>
> C = 70-79%
>
> D = 60-69%
>
> F = 59% or lower

ASSESSMENT OF STUDENT GAIN

The purpose of assessing student learning at Neosho County Community College is to ensure the educational purposes of the institution are met and appropriate changes are made in program development and classroom instruction to allow for student success.

Pre-assessment ideally begins during the advisement and enrollment process prior to the beginning of the course where the advisor and student determine through the interview process the level of placement for the student. During the period of the first two weeks of a normal semester, each student will be observed and/or interviewed and initial papers produced will be examined to determine needed competency development throughout the course. Post-assessment to determine gain in competency will be measured at the end of each unit of study.

<u>Attendance Policy</u>

1. NCCC values interactive learning which promotes student engagement in the learning process. To be actively engaged, the student must be present in the learning environment.

2. Unless students are participating in a school activity or are excused by the instructor, they are expected to attend class. If a student's absences exceed one-eighth of the total course duration, (which equates to one hundred (100) minutes per credit hour in a face-to-face class) the instructor has the right, but is not required, to withdraw a student from the course. Once the student has been dropped for excessive absences, the registrar's office will send a letter to the student, stating that he or she has been dropped. A student may petition the chief academic officer for reinstatement by submitting a letter stating valid reasons for the absences within one week of the registrar's notification. If the student is reinstated into the class, the instructor and the registrar will be notified.   Please refer to the Student Handbook/Academic Policies for more information

3. Absences that occur due to students participating in official college activities are excused except in those cases where outside bodies, such as the State Board of Nursing, have requirements for minimum class minutes for each student. Students who are excused will be given reasonable opportunity to make up any missed work or receive substitute assignments from the instructor and should not be penalized for the absence. Proper procedure should be followed in notifying faculty in advance of the student's planned participation in the event. Ultimately it is the student's responsibility to notify the instructor in advance of the planned absence.

ACADEMIC INTEGRITY

NCCC expects every student to demonstrate ethical behavior with regard to academic pursuits. Academic integrity in coursework is a specific requirement. Definitions, examples, and possible consequences for violations of Academic Integrity, as well as the appeals process, can be found in the College Catalog, Student Handbook, and/or Code of Student Conduct and Discipline.

ELECTRONIC DEVICE POLICY

Student cell phones and other personal electronic devices not being used for class activities must not be accessed during class times unless the instructor chooses to waive this policy.

NOTE

Information and statements in this document are subject to change at the discretion of NCCC. Students will be notified of changes and where to find the most current approved documents.

ACCOMMODATIONS

If you are a student with a disability who may need accommodation(s), in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, please notify the Dean of Student Services in the Student Services Office, Sanders Hall, 620-432-0304, on the Chanute Campus, or the Dean for the Ottawa and Online Campuses, 785-248-2798, on the Ottawa Campus as soon as possible. You will need to bring your documentation for review in order to determine reasonable accommodations, and then we can assist you in arranging any necessary accommodations.

NON-DISCRIMINATION POLICY

The following link provides information related to the non-discrimination policy of NCCC, including persons with disabilities. Students are urged to review this policy.

http://www.neosho.edu/Departments/NonDiscrimination.aspx

SEXUAL MISCONDUCT POLICY (TITLE IX)

At NCCC, it is the responsibility of an instructor to help create a safe learning environment in the classroom, including both physical and virtual classrooms. All instructors are considered mandatory reporters at NCCC, therefore any information regarding sexual misconduct that is shared by a student in one-on-one meetings with the instructor must be reported to appropriate personnel at the College. Instructors will keep the information private to the greatest extent possible, but it is not confidential.

Generally, climate surveys, classroom writing assignments or discussions, human subjects research, or events such as Take Back the Night events do not provide notice that must be reported to the Coordinator by employees, unless the reporting party clearly indicates that they wish a report to be made.

The following link provides information related to the sexual misconduct policy of NCCC, including resources, reporting options, and student rights. Students are urged to review this policy.

http://www.neosho.edu/TitleIX.aspx

COURSE NOTES