

CASPER COLLEGE COURSE SYLLABUS

Course Number and Title – MCHT 1980-01: Cooperative Work Experience
(Machine shop)

Semester/Year: Fall 2015

Lecture Hours: N/A

Lab Hours: N/A

Credit Hours: 1-8; Max 8

Class Time: TBA

Days: TBA

Room: WT 142

Instructor's Name: Mark McCool

**Instructor's Contact
Information:**

Office Phone:
268-2508

Email:
mccoolm@caspercollege.edu

Office: WT 129A

Office Hours: Monday through Thursday: 7:00am -8:00am
Mondays and Wednesdays: 12:30pm-1:00pm

Course Description: On the job training with a cooperative machine shop. Weekly work reports and 80 hours of work for each hour of credit.

Statement of Prerequisites: Permission of instructor.

Goal: Cooperative work can provide the student with daily fabrication and maintenance exposure which is necessary in pursuing a career in the machining industry.

Outcomes: Better prepares the students for the workplace and makes the transition from classroom to employment as easy as possible. Casper College works with students and employers to place students in appropriate positions.

Methodology: Students are evaluated on their work habits and quality of work performed at the cooperating shop. Evaluation is based upon the weekly reports and by interviews with the shop foreman/owner. Normally, one semester hour represents a minimum of 80 hours of on-the-job training with college supervision.

Required Text, Readings, and Materials: Employee related publications.

Class Policies:

Last Date to Change to Audit Status or to Withdraw with a W Grade: See current Casper College catalog.

Student Rights and Responsibilities: Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.

Chain of Command: If you have any problems with this class, you should first contact the instructor to attempt to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take the matter through the appropriate chain of command starting with the Department Head/Program Director, the Dean, and lastly the Vice President for Academic Affairs.

Academic Dishonesty: (Cheating & Plagiarism) Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct for more information on this topic.

Official Means of Communication: Casper College faculty and staff will employ the student's assigned Casper College email account as a primary method of communication. Students are responsible to check their account regularly.

ADA Accommodations Policy: If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college's Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, bheuer@caspercollege.edu. The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining eligibility for accommodations, and helping students request and use appropriate accommodations.

Calendar of course content: Instructor/Employee contract