

# Washtenaw Community College Comprehensive Report

## TRL 140 Apprenticeship Standard Guidelines & Policies Effective Term: Fall 2024

### Course Cover

**College:** Advanced Technologies and Public Service Careers

**Division:** Advanced Technologies and Public Service Careers

**Department:** United Association Department

**Discipline:** Trade Related Learning

**Course Number:** 140

**Org Number:** 28000

**Full Course Title:** Apprenticeship Standard Guidelines & Policies

**Transcript Title:** Apprenticeship Standards

**Is Consultation with other department(s) required:** No

**Publish in the Following:**

**Reason for Submission:** New Course

**Change Information:**

**Rationale:** New Course for RWREJTF (Roofers & Waterproofers Research and Education Joint Trust Fund)

**Proposed Start Semester:** Fall 2024

**Course Description:** In this course, students will review the policies, liabilities, and fiduciary responsibilities required for Training Directors, Coordinators, and Joint Apprenticeship Training Committee (JATC) members to operate a jointly managed training program in accordance with the Roofer and Waterproofer National Guideline Standards. Students will discuss legal documentation, the updating of policy, and prohibited transactions while reviewing the Code of Federal Regulations (CFR) under the U.S. Department of Labor 29 CFR 29 and 29 CFR 30. Discussions will also focus on local Training Center apprenticeship standards, JATC meetings, and their compatibility with the National Standards. Limited to approved union program participants.

### Course Credit Hours

**Variable hours:** No

**Credits:** 1.5

**The following Lecture Hour fields are not divisible by 15: Student Min ,Instructor Min**

**Lecture Hours: Instructor: 22.5 Student: 22.5**

**The following Lab fields are not divisible by 15: Student Min, Instructor Min**

**Lab: Instructor: 1.5 Student: 1.5**

**Clinical: Instructor: 0 Student: 0**

**Total Contact Hours: Instructor: 24 Student: 24**

**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**

### **General Education**

#### **Degree Attributes**

Below College Level Pre-Reqs

### **Request Course Transfer**

**Proposed For:**

### **Student Learning Outcomes**

1. Identify the actions and policies required to operate as an apprenticeship program in accordance with the National Guidelines and CFR.

#### **Assessment 1**

Assessment Tool: Outcome-related assignment

Assessment Date: Fall 2024

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Outcome-related rubric

Standard of success to be used for this assessment: 80% of the students will score 80% or higher.

Who will score and analyze the data: Roofers & Waterproofers Research and Education Joint Trust Fund (RWREJTF) Instructors

2. Create documentation for amendments to local Training Center standards and policies for apprenticeship programs to align with National Guidelines.

#### **Assessment 1**

Assessment Tool: Outcome-related assignment

Assessment Date: Fall 2024

Assessment Cycle: Every Three Years

Course section(s)/other population: All

Number students to be assessed: All

How the assessment will be scored: Outcome-related rubric

Standard of success to be used for this assessment: 80% of the students will score 80% or higher.

Who will score and analyze the data: RWREJTF Instructors

### **Course Objectives**

1. Review and discuss current Apprenticeship Standards in accordance with the National Guidelines for Roofers and Waterproofers.
2. Compare and update the students' local Training Center's current program apprenticeship standards to the national guidelines.
3. Access and navigate the current apprenticeship registration agency portal and website.
4. Identify and review the process and documentation needed to update policies for local Training Centers to comply with national standards.
5. Review and discuss the current curriculum utilized at students' Local Training Centers.
6. Draft a modified curriculum schedule that aligns local Training Centers with National Guidelines.
7. Access and navigate the RWREJTF online trainers, instructor materials, and other resources available.

### **New Resources for Course**

### **Course Textbooks/Resources**

Textbooks

Manuals  
Periodicals  
Software

### Equipment/Facilities

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
<b>Faculty Preparer:</b> <i>Tony Esposito</i>	<i>Faculty Preparer</i>	<i>Dec 08, 2023</i>
<b>Department Chair/Area Director:</b> <i>Marilyn Donham</i>	<i>Recommend Approval</i>	<i>Dec 08, 2023</i>
<b>Dean:</b> <i>Jimmie Baber</i>	<i>Recommend Approval</i>	<i>Dec 08, 2023</i>
<b>Curriculum Committee Chair:</b> <i>Randy Van Wagnen</i>	<i>Recommend Approval</i>	<i>Mar 20, 2024</i>
<b>Assessment Committee Chair:</b> <i>Jessica Hale</i>	<i>Recommend Approval</i>	<i>Mar 21, 2024</i>
<b>Vice President for Instruction:</b> <i>Brandon Tucker</i>	<i>Approve</i>	<i>Apr 06, 2024</i>