GRCC
GRAND RAPIDS COMMUNITY COLLEGE

Annual Department Report

Applied Technology Department
Industrial Maintenance 918-985

Document Prepared By:
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Year of Report
2011 – 2012
Please describe in detail your accomplishments for this past year. Your 2011-2012 Departmental goals are included on page 4. Data to support your information is required. This report serves to combine both Perkins reporting and year end departmental planning.

Accomplishments

Curriculum

1. CARPS Updates
   Please list the courses for which you updated or plan to update the CARP during the 2011/2012 academic year:
   - EL132
   - EL106
   - EL107
   - 
   - 
   Please list the courses for which you plan to update the CARP during the 2012/2013 academic year:
   - EL161
   - EL262
   - EL201
   - EL204
   - 

2. Program/Curriculum Changes
   Document the following for the 2011/2012 academic year. If something does not apply, indicate N/A:
   - New, revised or discontinued courses:
     - EL132 Changed from 5CR/5CH to 4CR/4CH
     - EL106 Changed from 4CR/8CH to 4CR/6CH
     - EL107 Changed from 4CR/8CH to 4CR/6CH
   
   EL202 Communication Electronics discontinued due to obsolete content and equipment.
   
   PERKINS PROGRAM IMPROVEMENT PROJECT? □YES  X NO
   - New, revised or discontinued certificates:
     N/A
   
   PERKINS PROGRAM IMPROVEMENT PROJECT? □YES □NO
   - New, revised or discontinued degrees:
     N/A
   
   PERKINS PROGRAM IMPROVEMENT PROJECT? □YES □NO
   - Courses or Programs approved for online:
     N/A
PERKINS PROGRAM IMPROVEMENT PROJECT? □ YES □ NO

- Highlight any new or exciting curricular or co-curricular activities within courses or programs:
  N/A

PERKINS PROGRAM IMPROVEMENT PROJECT? □ YES □ NO

- List any courses for which a Service Learning component has been added:
  N/A

PERKINS PROGRAM IMPROVEMENT PROJECT? □ YES □ NO

- List and new articulation or transfer agreements that have been developed:
  N/A

**PERKINS REPORT COMPONENT:** Describe the contributions of the Advisory Committee to program/course improvements: [S:\School of Workforce Development\Workforce Development\PERKINS\Advisory Committees-2011-12\Electronics](S:\School of Workforce Development\Workforce Development\PERKINS\Advisory Committees-2011-12\Electronics)

Industrial Maintenance included in Electronics Committee. Advisory group agreed to a change in the curriculum as listed above. The changes will affect both programs.

**PERKINS REPORT COMPONENT:** Discuss any work that has been done on a Program of Study. What are the outcomes of this work and next steps

N/A

**PERKINS REPORT COMPONENT:** Summarize program/course improvements not mentioned above:

N/A

3. Faculty & Staff

Describe any faculty & staff accomplishments:

N/A

List any awards, presentations, publications:

N/A

**PERKINS REPORT COMPONENT:** Describe any professional development activities for faculty or staff within your department that contributed to program and curriculum development and/or revisions?

N/A

Describe any faculty/student advising that occurred. Does this work relate to the departmental plan? Was this work effective?

Faculty and department head continuously advise students in the department.

**PERKINS REPORT COMPONENT:** Describe how EOL/Release time positions have contributed to your program
4. Department

Provide an update on any accreditation activities or plans. Do you plan to pursue accreditation?

N/A

Describe any new department/program specific partnerships or grants:

N/A

Describe any department/program projects or initiatives not previously mentioned:

Faculty have worked to streamline the schedule to best utilize faculty and lab availability.
Faculty have changed credit/contact hours in several classes to increase class effectiveness and reduce cost to students.

Goals

A. 2011-2012 Goals

Please provide progress updates and outcomes for each:

1. Increase enrollment
   Program enrollment increased slightly for program majors.
2. Increase awareness of the program.
   Number of apprentices seeking degrees continues to increase. Working with several new food processors on maintenance programs.

B. 2012-2013 Goals

List 2012-2013 goals here:

1. Update curriculum for EL161, EL262, EL201, and EL204
2. Add lab equipment and update curriculum in EL201 in Grand Rapids
3. Update Holland modules with Windows 7 compatible software.
4. Investigate new degree possibilities in areas of, Medical Device Repair, Mechatronics and Controls.

C. 2012-2013 Perkins Request Form: 2012-2013 Perkins request form
Please complete the 2012-2013 Perkins request form as necessary/appropriate given your stated goals. Please attach the Perkins Curriculum Development Projects Excel Spreadsheet to this report (separate email attachment is fine)

Program & Curriculum Assessment

Please report on outcomes separately if program has both an Associates Degree and a Certificate

A. 2011-2012 Assessment
This year all departments and programs are writing Program Outcomes, Program Learning Outcomes, and choosing an Assessment Project to work on. You should have received the template for reporting this information from Patti Trepkowski. This form is also included on the next page for your convenience. You can simply cut and paste the Program Outcomes & Assessment grid that you will be sending to Patti once it is finalized (replace the blank grid on the next page with your completed grid).

B. Other Assessment Activities
Please describe any other assessment activities in which this department or program was involved this year.
N/A

C. Program Outcomes/Perkins Core Indicator related projects
List and describe your 2012-2013 improvement projects here and describe what core indicators/program outcomes they will improve:

S:\School of Workforce Development\Workforce Development\PERKINS\CORE INDICATOR LEVELS\October 2011\Applied Tech\Industrial Maintenance
Department is looking at new degree tracks that will increase graduation rates in the department, led by Roger Kelley.
## 2011-2012 Program Outcomes and Assessment Report Form

Use this form to compile the Program Outcomes, Program Learning Outcomes, and Assessment Project description and methods.

When you have completed your planning, fill out the following form and email it to ptrepkowski@grcc.edu.

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Program Outcomes</th>
<th>Student Learning Outcomes at the Program Level and Associated ILOs</th>
<th>Assessment Project Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industrial Maintenance</td>
<td>Prepare students for employment in the industrial maintenance area by providing learning opportunities that are in line with and meet industry expectations/standards. Prepare students for higher/transfer education by providing learning opportunities that establish required foundational skills.</td>
<td>Students will demonstrate a knowledge base of maintenance and repair procedures used in manufacturing. (Critical thinking ILO) Students will be able to identify and apply experimental procedures used in maintenance troubleshooting. (Critical thinking ILO) Students will demonstrate professional work behavior. (Personal responsibility ILO) Students will use proper safety procedures (Personal responsibility ILO)</td>
<td>Student Learning Outcome to be assessed &amp; specific objective/competencies (if applicable)/ILO to be assessed: Students will be able to identify and apply experimental procedures used in maintenance troubleshooting. (Critical thinking ILO) Assessment Project description: Assess students troubleshooting ability on a Programmable Logic Controller (PLC) system that has a fault or faults in the program. Assessment Methods: Direct/Indirect Measures of Student Learning Direct observation of the student during the experiment. Data Collection Strategies Data collected will consist of, time to locate the faults, proper use of tools, proper troubleshooting procedure followed and was the faults removed from the system. Data Analysis/Reporting Strategies The data in rubric from will be assessed to</td>
</tr>
</tbody>
</table>
determine the class's overall performance level. This may cause a change in the educational methods of the course.

**Assessment Timeline**
Assessment will be performed in the fall and winter semesters in EL262 COURSE.