Originating Course Information

Offering of Education: Phys Actvty & Ed Svc 5680: Introduction to Career Based Intervention
Fiscal Unit/Academic Org Schl of Phys Act & Educ Serv - D1270
Requirement/Elective Designation Not A General Education course

General Information

Type of Request Flexibly Scheduled, Workshop
Term of Offering Summer 2013 - Full Summer Term
Level/Career Graduate, Undergraduate
Rationale for proposing this offering This course is the initial course of our teacher licensure endorsement program for Career-Based Intervention. It needs to be flex scheduled at the dates provided to coincide with the needs of local schools. In the quarter schedule, it fit perfectly with the start of summer B, but does not fit into the semester calendar.

Description for this offering This introductory course provides instruction and practice in the design/implementation of Career Based Intervention Programs that prepare students for high school graduation and careers through a combination of class work and on-the-job experiences.

Attachments

* OneTimeSupplement 5680.doc
  (One Time Form Supplement. Owner: Zirkle, Christopher J)

* 5680Syllabussummer2013.docx
  (Syllabus. Owner: Zirkle, Christopher J)

Comments

Workflow Information

<table>
<thead>
<tr>
<th>Status</th>
<th>User(s)</th>
<th>Date/Time</th>
<th>Step</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submitted</td>
<td>Zirkle, Christopher J</td>
<td>10/23/2012 07:33 PM</td>
<td>Submitted for Approval</td>
</tr>
<tr>
<td>Approved</td>
<td>Wheaton, Joe Edward</td>
<td>10/23/2012 10:27 PM</td>
<td>Unit Approval</td>
</tr>
<tr>
<td>Pending Approval</td>
<td>Achterberg, Cheryl L Blount, Jackie Marie Odum, Sarah A. Zircher, Andrew Paul</td>
<td>10/23/2012 10:27 PM</td>
<td>College Approval</td>
</tr>
</tbody>
</table>
A. **One-time Request Information** (This section is required for all one-time offering requests)

1. Requested Room Capacity (if university pool classroom is being requested) ________________
2. Enrollment Capacity 30 ________________
3. Waitlist Capacity 5 ________________
4. Final Exam:
   - [ ] Yes    [x] No
   - [ ] Last Class (Note: per faculty rules, this option is *NOT* available for the Undergraduate career)
     a. Exam Seat Spacing n/a ________________
5. Special Instructions or Additional Information

6. Class Search Title (18 character limit) **Intro to CBI** ________________
7. Display in Class Search :
   - [x] Yes [ ] No
8. Credit Hours 2 ________________
9. Course Components (check all that apply):
   - [ ] Clinical
   - [ ] Field Experience
   - [ ] Laboratory
   - [ ] Lecture
   - [ ] Independent Study
   - [ ] Recitation
10. Graded Component (check one):
    - [ ] Clinical
    - [ ] Field Experience
    - [ ] Laboratory
    - [ ] Lecture
    - [ ] Independent Study
    - [ ] Recitation
11. Campus of Offering (check all that apply):
    - [x] Columbus
    - [ ] Marion
    - [ ] Newark
    - [ ] Lima
    - [ ] Mansfield
    - [ ] Wooster (ATI)
12. Prerequisites and Exclusions Enrollment in GRD or EHE

13. Permission to Enroll in this course:  X No Consent needed  □ Department Consent  □ Instructor Consent

14. General Education Details (if applicable): Attach GE model curriculum compliance statement and GE course assessment plan.

N/A

B. Group Studies Request Information (This section is required for group studies requests only)

1. Previous quarters of offering and enrollment (Regular course numbers should be sought for group studies courses taught three times with success).

2. This course has been discussed with and has the concurrence of the following academic units needing this course or with academic units having directly related interests (list units here and attach letters indicating concurrence or objection from academic units that might have jurisdictional interests).

3. Attach the course syllabus that includes the topical outline of the course, student learning outcomes and/or course objectives and methods of evaluation.

C. Flexibly Scheduled/Off Campus/Workshop Request Information (This section is required for flexibly scheduled / off-campus / workshop requests only)

1. Start Date and End Date  July 22- July 26, 2013

2. Previous quarter(s) of offering and enrollment  Summer Semester 2012 - 20 enrolled

3. Expected enrollment for proposed quarter of offering  20

4. Attach the course syllabus that includes the topic outline of the course, student learning outcomes and/or course objectives, methods of evaluation and off-campus field experience.

5. Off-Campus Site  N/A

6. Will course be taught in distance learning format:  □ Yes  X  No
7. Complete the following for courses offered for less than term length or for Workshops:

<table>
<thead>
<tr>
<th>Level and Credit Hours:</th>
<th>Present Offering</th>
<th>Proposed Offering</th>
</tr>
</thead>
<tbody>
<tr>
<td>U and G 2 credit hrs.</td>
<td></td>
<td>U and G 2 credit hrs.</td>
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<thead>
<tr>
<th>Class/Lab Contact Time:</th>
<th>Present Offering</th>
<th>Proposed Offering</th>
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</thead>
<tbody>
<tr>
<td>9:00-3:00 MTWThF (flex scheduled in 2012)</td>
<td>9:00-3:00 MTWThF</td>
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<table>
<thead>
<tr>
<th>Prerequisites:</th>
<th>Present Offering</th>
<th>Proposed Offering</th>
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</thead>
<tbody>
<tr>
<td>Enrollment in GRD or EHE</td>
<td>Enrollment in GRD or EHE</td>
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<tr>
<th>Exclusion or Limiting</th>
<th>Present Offering</th>
<th>Proposed Offering</th>
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<tr>
<th>Grade Options (Check)</th>
<th>Present Offering</th>
<th>Proposed Offering</th>
</tr>
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<tbody>
<tr>
<td>X Letter S/U Progress</td>
<td></td>
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</tbody>
</table>

Number of Hours of out-of-class preparation required: 5 Hours
Total hours of class meetings: 30 Hours
Length of each class: 6 Hours

8. Complete this section for Off-Campus courses only:

Distribution of contact time (explain differences from on-campus offerings):
__________________________________________________________

Instructor __________________________ Rank ________________________

Qualifications (explain any difference in rank/qualification from on-campus instructors)
__________________________________________________________

__________________________________________________________

__________________________________________________________

Explain differences in teaching arrangements from on-campus offerings
__________________________________________________________

__________________________________________________________

Student Services (explain how they will be provided to off-campus students):
Registration __________________________________________________

Office Hours __________________________________________________

Academic Advising ____________________________________________

D. Study Tour Request Information (This section is required for study tour requests only)

1. Previous quarters of offering and enrollment:

   ____________________________________________________________

2. Expected enrollment for proposed quarter of offering:

   ____________________________________________________________
3. This request has been discussed with and has the concurrence of the following academic units needing this study tour or with academic units having directly related interests (list units and this course has been discussed with and has the concurrence of the following academic units needing this course or with academic units having directly related interests (list units here and attach letters indicating concurrence or objection from academic units that might have jurisdictional interests.):

4. Attach the academic plan that includes student learning outcomes and/or course objectives, topical outline and percent of time spent on each topic, methods of instruction, course requirements, methods of examination and percent of the final grade each method constitutes, textbooks and/or reading lists, admission procedure, orientation and debriefing plans and method of dealing with any expected language barriers.

5. Attach the administrative plan for the study tour that includes an itinerary, arrangements for travel, housing, meals, classrooms, excursions, and budget.

ATTACHMENT TYPES that may be needed for this form:

Cover Letter
Syllabus
Study Tour Academic Plan
Study Tour Administrative Plan
Concurrence Letters / Forms
GE model curriculum compliance statement
GE course assessment plan
Memo of Understanding
Appeal statement
Other supporting documentation
Components (Sections): Complete as needed

Begin Component 1

1. Component (Section) Type (Choose 1):
   - [ ] Clinical
   - [ ] Field Experience
   - [ ] Independent Study
   - [ ] Lab
   - [ ] Lecture
   - [ ] Recitation
   - [ ] Seminar
   - [ ] Workshop

2. Instruction Mode. (Choose only ONE):
   - [ ] Clinic Field Experience
   - [ ] Computer taught
   - [ ] Distance Learning
   - [ ] Flexibly Scheduled
   - [ ] In Person
   - [ ] Video Taught

3. Meeting Pattern
   - [ ] MON [ ] TUE [ ] WED [ ] THR [ ] FRI [ ] SAT [ ] SUN

4. Meeting start time: ___________ 5. Meeting end time: ___________

6. Instructors. Provide at least 1 primary instructor.

<table>
<thead>
<tr>
<th>Instructor Name</th>
<th>Role</th>
<th>Access</th>
<th>Print name in schedule?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary</td>
<td></td>
<td></td>
<td>Yes</td>
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</table>

7. Central classroom pool facility or department room: [ ] Pool [ ] Dept

8. Room Characteristics. Specify up to 5 in priority order.

<table>
<thead>
<tr>
<th>Priority</th>
<th>Characteristic</th>
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<tbody>
<tr>
<td>1</td>
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<td>2</td>
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<td>5</td>
<td></td>
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</tbody>
</table>

9. Notes: ______________________________________________________________
    ___________________________________________________________________
    ___________________________________________________________________
    ___________________________________________________________________

9a. Notes print location relative to class listing: [ ] Do not Print [ ] Before [ ] After

End Component 1
1. Component (Section) Type (Choose 1):
   - [ ] Clinical
   - [ ] Field Experience
   - [ ] Independent Study
   - [ ] Lab
   - [ ] Lecture
   - [ ] Recitation
   - [ ] Seminar
   - [ ] Workshop

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   - [ ] Distance Learning
   - [ ] Flexibly Scheduled
   - [ ] In Person
   - [ ] Video Taught

3. Meeting Pattern
   - [ ] MON [ ] TUE [ ] WED [ ] THR [ ] FRI [ ] SAT [ ] SUN

4. Meeting start time: ___________  5. Meeting end time: ___________

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9. Notes: ______________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

9a. Notes print location relative to class listing: [ ] Do not Print  [ ] Before  [ ] After
1. Component (Section) Type (Choose 1):
   - [ ] Clinical
   - [ ] Field Experience
   - [ ] Independent Study
   - [ ] Lab
   - [ ] Lecture
   - [ ] Recitation
   - [ ] Seminar
   - [ ] Workshop

2. Instruction Mode. (Choose only ONE):
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   - [ ] In Person
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</table>

9. Notes: ______________________________________________________________
    ____________________________________________________________________
    ____________________________________________________________________
    ____________________________________________________________________

9a. Notes print location relative to class listing: [ ] Do not Print [ ] Before [ ] After
Summer Semester, 2013
ED PAES 5680
Introduction to Career Based Intervention Programs
2 Semester Hours
Course Syllabus and Schedule
Room 111 PAES Building
July 22-26, 2013
9:00 – 3:00 Daily

G. James Pinchak, Ph.D.
Senior Lecturer
Workforce Development & Education
College of Education & Human Ecology
The Ohio State University
Room A466, PAES Building
305 West 17th Ave.
Columbus, OH 43210-1224
Voice Mail: 614.688.8670
Mobile: 614.270.2547
Home: 614.846.0632
Email: Pinchak.1@osu.edu
SYLLABUS HEADING

School of Physical Activity and Educational Services
Workforce Development and Education
ED PAES 5680 Introduction to Career Based Intervention Programs
2 Credit Hours U/G
Dr. G. James Pinchak, Instructor

DESCRIPTION/RATIONALE

This introductory course provides instruction and practice in the design and implementation of state-funded Career Based Intervention Programs that prepare students for high school graduation and careers through a combination of class work and on-the-job experiences.

RELATIONSHIP TO OTHER COURSES

This course is part of the Ohio teacher licensure endorsement program for Career Based Intervention teachers offered by The Ohio State University, in cooperation with the Ohio Department of Education. It is designed to be the first of a four-course sequence to prepare experienced teachers for this new teaching role.

COURSE OBJECTIVES/STUDENT LEARNING OUTCOMES

At the conclusion of this course, the student will be able to (this is NOT an inclusive list):

- Coordinate a middle school or high school Career Based Intervention Program
- Place students in work based learning activities consistent with federal and state standards
- Implement an academic intervention program
- Identify and enroll at-risk students who can benefit from the CBI Program
- Develop and implement a courses of study for the related portion of the CBI Program
- Develop and implement a remediation program for at-risk students

Assessment of the achievement of these objectives will be determined through satisfactory completion of the course assignments.

OFF-CAMPUS FIELD EXPERIENCES

Student will be expected to complete follow-up assignments at their home schools immediately following the workshop.

DIVERSITY

Students in career and technical education as well as those involved in technical education in the workplace, come from a variety of social, economic, and cultural backgrounds. In addition, these individuals have differing learning styles and needs. This course will address the variety of diverse learning needs by providing examples of how diverse learning needs can be met, and by requiring assignments to reflect inclusion of techniques and strategies to address specific learner needs.
TECHNOLOGY

This course will require the use of private and publicly sponsored web-sites, internet search engines, email, and the Ohio Career Information software

TOPICAL OUTLINE AND CALENDAR

1.0 Program Description
  1.1 Mission
  1.2 Structure
    1.2.1 Related Instruction
    1.2.2 Work-Based Learning
    1.2.3 Academic Intervention
    1.2.4 Academic Instruction
  1.3 Teacher Responsibilities
    1.3.1 Program Management
    1.3.2 Curriculum
    1.3.3 Classroom Management
    1.3.4 Coordination
    1.3.5 Remediation
    1.3.6 Counseling & Career Development
  1.4 Program Design
    1.4.1 Options
    1.4.2 Sample Program Design Models
  1.5 History
    1.5.1 Occupational Work Experience
    1.5.2 Occupational Work Adjustment
    1.5.3 Career Based Intervention Programs
    1.5.4 Key Legislation

2.0 Funding
  2.1 State Career Technical Weighted Funding
  2.2 State Equipment Funds
  2.3 Federal Perkins Funds
  2.4 Other Sources

3.0 Teacher Licensure
  3.1 Prerequisite Experience
  3.2 Initial Licensure Requirements
  3.3 CBI Endorsement Requirements

4.0 Professional Development
  4.1 Professional Organizations
    4.1.1 CBI-CC Division of OACTE
    4.1.2 Ohio Association for Career and Technical Education
4.1.3 Association for Career and Technical Education
4.1.4 Other Organizations

4.2 Upcoming Events
   4.2.1 Meetings
   4.2.2 Workshops
   4.2.3 Conferences
   4.2.3 University Courses
   4.2.4 Webcasts

5.0 Students
   5.1 Student Eligibility
   5.2 Student Selection
   5.3 Students with Disabilities
   5.4 Student Enrollment Process
      5.4.1 Student Application
      5.4.2 Parental Contact
      5.4.3 Home Visits

6.0 Work-Based Learning
   6.1 School Employment
   6.2 Community Employment
   6.3 Child Labor Laws & Regulations
      6.3.1 State Requirements
         6.3.1.1 Wages
         6.3.1.2 Hours
         6.3.1.3 Job Restrictions
      6.3.2 Federal Requirements
         6.3.2.1 Wages
         6.3.2.2 Hours
         6.3.2.3 Job Restrictions
      6.3.3 Work Permits
      6.3.4 Training Plans
      6.3.5 WECEP
   6.4 Internships
      6.4.1 Paid
      6.4.2 Unpaid
   6.5 Mentorships
   6.6 Job Shadowing
   6.7 Service Learning

7.0 Advisory Committee Assistance
   7.1 Student Enrollment
   7.2 Work Site Development
   7.3 Curriculum
   7.4 Facilities & Equipment
   7.5 Mentoring
   7.6 Public Relations

This outline is subject to change if conditions warrant.
COURSE REQUIREMENTS AND GRADING

Ohio State University academic policies apply to this course as articulated in the Student Handbook. Of particular importance are the policies governing absence from class, course drop/add, grade appeal and academic dishonesty.

Students have the major responsibility for their own learning. Help is available as needed, through office appointments, telephone or e-mail. If a student cannot be present for a class session, the instructor is to be contacted unless special circumstances prevent prior notice.

Assignments must be typed (double-spaced) and completed according to the specific instructions provided. Assignments are due on the day indicated on the syllabus, regardless of whether or not the student is in attendance for the class. Late assignments will be accepted, but will be subject to a 10% late penalty.

The instructor does not generally give incomplete grades. Only in extreme circumstances (lengthy illness, significant job change, for example) are incomplete grades given if all assigned work is not turned in. Incompletes are not given for the purposes of merely giving students extended time to complete assignments. If a problem is foreseen, please discuss it with the instructor as soon as possible.

Students will be evaluated on class participation and completion of class assignments. Grades for the course will be calculated as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
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<tbody>
<tr>
<td>Class Participation &amp; Attendance</td>
<td>20%</td>
</tr>
<tr>
<td>Notebook</td>
<td>20%</td>
</tr>
<tr>
<td>Program Recordkeeping System</td>
<td>15%</td>
</tr>
<tr>
<td>Teacher Developed Unit Presentation</td>
<td>20%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>25%</td>
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<tr>
<td>Total</td>
<td>100%</td>
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</tbody>
</table>

The following grading scale will be utilized for this class:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>94-100</td>
<td>A</td>
</tr>
<tr>
<td>90-93</td>
<td>A-</td>
</tr>
<tr>
<td>87-89</td>
<td>B+</td>
</tr>
<tr>
<td>84-86</td>
<td>B</td>
</tr>
<tr>
<td>80-83</td>
<td>B-</td>
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<td>77-79</td>
<td>C+</td>
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<td>74-76</td>
<td>C</td>
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<td>70-73</td>
<td>C-</td>
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<tr>
<td>67-69</td>
<td>D+</td>
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<tr>
<td>64-66</td>
<td>D</td>
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<tr>
<td>60-63</td>
<td>D-</td>
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<td>59-below</td>
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TEXTS

Integrated Technical and Academic Competencies. (ITAC). (Various dates). Columbus, OH: Vocational Instructional Materials Laboratory.


Additional handouts and documents will be given periodically.

STATEMENT OF STUDENT RIGHTS

Any student with a documented disability who may require special accommodations should self-identify to the instructor as early in the quarter as possible to receive effective and timely accommodations.

A recent American College Health Survey found stress, sleep problems, anxiety, depression, interpersonal concerns, death of a significant other and alcohol use among the top ten health impediments to academic performance. Students experiencing personal problems or situational crises during the quarter are encouraged to contact the OSU Counseling and Consultation Services (614-292-5766; http://www.ccs.ohio-state.edu) for assistance, support and advocacy. This service is free and confidential.

INSTRUCTOR ASSIGNED OFFICE HOURS

July 22-26 8:00 AM – 9:00 AM
July 29 9:00 AM – 3:00 PM

REFERENCES


