2022-2023

Engineering Technology BS

Develop Knowledge And Safety Skills

Goal Description:

Students will learn the skills necessary to compete in the professional marketplace. This course provides an opportunity for students to gain an increased understanding and knowledge of safety consciousness, safety precautions and procedures in an industrial environment.

Providing Department: Engineering Technology BS

RELATED ITEMS/ELEMENTS --

RELATED ITEM LEVEL 1

Development Of Students Knowledge And Skills Learning Objective Description:

Students will demonstrate competency in key areas of engineering technology by passing the OSHA Safety Course and receiving OSHA Certification. The OSHA Certification serves as a capstone requirement. The test is administered by an external agency.

RELATED ITEM LEVEL 2

ETSM 4382- OSHA Certification

Indicator Description:

All students enrolled in the program must complete ETSM 4382 and receive their OSHA Certification in Safety. The course addresses key concepts and skills relevant to safety in the field of Engineering Technology. Each semester, all students are required to take the OSHA Certification examination as the capstone activity for the course. The certification exam is divided into multiple sections. An overall grade of 70% or higher is passing.

Criterion Description:

There is a consensus that at least 80% of the students taking the OSHA examination will make a 90 or higher on the exam, while, 100% will be certified by making a score of 70 or higher. A score of 90 or higher indicates comprehension of key concepts and elements of industrial safety management.

Findings Description:

Based on feedback from the Industrial Advisory Board (IAB) of the Industrial Safety Management minor during the Fall 2022 and Spring 2003, the curriculum plan has been updated with revisions to meet with the market needs. The revisions are completed for the 2022-2023 Catalog.

RELATED ITEM LEVEL 3

ETSM 4382- OSHA Certification

Action Description:

Continue the practice to consult with IAB members for feedback about the program and

curriculum.

- Various federal, state, and local safety standards, regulations, and codes, such as OSHA 1910 general safety regulations, OSHA 1926 construction safety standards and facilities safety codes were covered in related courses.
- Students were given the opportunities to examine safety standards, regulations, and codes and then apply in industrial setting by completing term projects. An average grade of B is expected.

Develop Professional Skills

Goal Description:

Students will learn the skills necessary to compete in the professional marketplace.

Providing Department: Engineering Technology BS

RELATED ITEMS/ELEMENTS

RELATED ITEM LEVEL 1

Demonstrate Professional Skills Learning Objective Description:

Students completing the BS in Engineering Technology will gain experiental learning and field experience in the industry through an internship necessary to successfully gain employment.

RELATED ITEM LEVEL 2

ETEC 4391 Internship Evaluation

Indicator Description:

All students enrolled in the program must complete ETEC 4391 in their third or final year (Junior or Senior) of enrollment. ETEC 4391 addresses key concepts and skills, as well as practical demonstrations of competency relevant to the field of each program in the Department of Engineering Technology. Each semester interns will be evaluated by their internship supervisor and by their faculty supervisor on a faculty-developed rating scale.

Students need to meet the below student eligibility to register ETEC4391 for 3 credits or 6 credits.

Minimum semester hours - 32 hrs. Including 15 within the academic major/minor. Some internships may specify courses / content to have been completed.

Must be a student in good academic standing at SHSU.

Minimum grade of "C" or higher in ENG 1301 and 1302 or equivalent.

- Transfer students become eligible upon the successful completion of one full-time semester if all other eligibility requirements are fulfilled and apply according to instructions on announcements.
- Special information regarding Industrial Technology Trades and Industry Certification Program internships (ETEC 4391) - Due to the unique structure of this program, the above listed eligibility requirements do not apply. See the Trades and Industry Certification Program coordinator regarding specific requirements for this program.

The students in ETEC 4391 in Summer 2020 were evaluated by the following detail rubric:

COURSE EVALUATION – GRADING: 100 POINT SCALE

Weekly Reports [10 weekly reports]	20 Points
Summary of Syllabus	3 Points
Resume	3 Points
LinkedIn	2 Points
EMAIL Communication Skills	2 Points
ONLINE Video Review and Summary (1 video)	10 Points
FINAL SUMMARY PAPER	20 Points
FINAL SUMMARY PRESENTATION	20 Points
Supervisor's Evaluation	15 Points
Supervisor's working hour verification letter	5 Points
TOTAL	100 Points

Grade Scale - Final grades will be based upon the following points.

Your final numerical point will ROUND OFF to THE NEARNEST WHOLE NUMBER.

A = +90 Points

B = 80 - 89 Points

C = 70 - 79 Points

D = 60 - 69 Points

F = under 60 Points

Criterion Description:

It is expected that at least 85% of the students enrolled in ETEC 4391 will achieve above average standard (B or higher) of performance on the supervisor evaluation rating scale and the final letter grade. In general, if the students in ETEC 4391 miss to submit any assignments, the assignments not submitted will impact their final grades by two letter grades.

All assignments should be submitted to Blackboard by the specific due dates as below.

Assignments	Due Dates
10 Weekly Reports	By Midnight, Every Following Sunday
	i.e.: The 1st Weekly Report (May 28-30) - By Midnight, May 31, 2020
Summary of Syllabus	By Midnight on May 31, 2020
Resume	By Midnight on May 31, 2020
LinkedIn	By Midnight on Jun. 7, 2020
Online Video Review and Summary (1 Video)	By Midnight on Jul. 28, 2020
EMAIL Communication Skills	No due date. (Based on the communication between a student and the
	instructor)
Final Summary Paper	By Midnight on Jul. 26, 2020
Final Summary Presentation	By Midnight on Jul. 26, 2020
Supervisor's Evaluation	By Midnight on Jul. 20, 2020
Supervisor's working hour confirmation letter	By Midnight on Jul. 20, 2020

RELATED ITEM LEVEL 3

ETEC 4391 Internship Evaluation Action Description:

Continue to utilize internships and other opportunities such as service projects to develop professional industrial skills. To improve of this course, a course instructor considers student's professionalism at their workplaces. That is the reason why the instructor added a new assignment, email communication, to the existing rubric, and it was a useful assessment to improve student's professional writing communication skill. The target percentile of criterion will be increased by 90 percent from current 85 percent.

Update to Previous Cycle's Plan for Continuous Improvement Item

Previous Cycle's Plan For Continuous Improvement (Do Not Modify):

Closing Summary

The faculty in the program will continue to address the observations regarding the needs to add a dedicated course to the existing curriculum addressing construction law and recruitment of additional full-time faculty with the increasing students majoring in this program.

Update of Progress to the Previous Cycle's PCI:

The faculty in the Department of Engineering Technology will continue to assess the learning objectives of development and demonstration of professional skills to ensure that all Engineering Technology students will be ready to successfully start their careers in a professional industrial environment. We will continuously academically and practically support our Engineering Technology students to meet or exceed our target percentile, 85% above average rating (B or higher) of performance on the supervisor's evaluation and final letter grade during Internship

New Plan for Continuous Improvement Item

Closing Summary:

The faculty in the program will continue to address the observations regarding the needs to add a dedicated

course to the existing curriculum addressing construction law and recruitment of additional full-time faculty with the increasing students majoring in this program.