

LAW R190: OCCUPATIONAL COOPERATIVE UNPAID WORK EXPERIENCE

Originator

ehess

College

Oxnard College

Attach Support Documentation (as needed)

PLS Advisory Committee Minutes - 10-6-21 (1).pdf

Discipline (CB01A)

LAW - Paralegal Studies

Course Number (CB01B)

R190

Course Title (CB02)

Occupational Cooperative Unpaid Work Experience

Banner/Short Title

Occ Coop Unpd Wk Experience

Credit Type

Credit

Honors

No

Start Term

Fall 2022

Catalog Course Description

Occupational Cooperative Unpaid Work Experience provides supervised employment extending classroom occupational learning at an on-the-job learning station relating to the students' educational or occupational goals. Each unit of credit requires 60 hours of unpaid employment during the semester. This course is 3 units total. Occupational Cooperative Unpaid Work Experience is available to all Law/Paralegal Studies students.

Additional Catalog Notes

While students may enroll in up to 16 units of general cooperative work experience, this course may be taken for only 3 units that qualify towards program specific electives in Paralegal Studies; additional work experience may be earned by enrolling in a COT course.

Taxonomy of Programs (TOP) Code (CB03)

4932.00 - *General Work Experience

Course Credit Status (CB04)

D (Credit - Degree Applicable)

Course Transfer Status (CB05) (select one only)

B (Transferable to CSU only)

Course Basic Skills Status (CB08)

N - The Course is Not a Basic Skills Course

SAM Priority Code (CB09)

C - Clearly Occupational

Course Cooperative Work Experience Education Status (CB10)

C - Is Part of a Cooperative Work Experience Education Program

Course Classification Status (CB11)

Y - Credit Course

Educational Assistance Class Instruction (Approved Special Class) (CB13)

N - The Course is Not an Approved Special Class

Course Prior to Transfer Level (CB21)

Y - Not Applicable

Course Noncredit Category (CB22)

Y - Credit Course

Funding Agency Category (CB23)

Y - Not Applicable (Funding Not Used)

Course Program Status (CB24)

1 - Program Applicable

General Education Status (CB25)

Y - Not Applicable

Support Course Status (CB26)

N - Course is not a support course

Field trips

May be required

Faculty notes on field trips; include possible destinations or other pertinent information

Students may need to attend multiple job sites or informational events that are not at the main job site.

Grading method

(L) Letter Graded

Alternate grading methods

(O) Student Option- Letter/Pass

(P) Pass/No Pass Grading

Does this course require an instructional materials fee?

No

Repeatable for Credit

No

Is this course part of a family?

No

Units and Hours

Carnegie Unit Override

No

In-Class

Lecture

Activity

Laboratory

Total in-Class

Total in-Class

Outside-of-Class

Internship/Cooperative Work Experience

Paid

Unpaid

Minimum Unpaid Internship/Cooperative Work Experience Hours

180

Maximum Unpaid Internship/Cooperative Work Experience Hours

180

Total Outside-of-Class

Total Outside-of-Class

Total Student Learning

Total Student Learning

Total Minimum Student Learning Hours

180

Total Maximum Student Learning Hours

180

Minimum Units (CB07)

3

Maximum Units (CB06)

3

Limitations on Enrollment

Others (specify)

Other Limitations on Enrollment

Completion of or concurrent enrollment in a LAW course and instructor approval

Entrance Skills**Entrance Skills**

It is expected that a student will have completed or will be currently enrolled in a LAW course prior to receiving approval for an occupational internship course.

Student Learning Outcomes (CSLOs)

Upon satisfactory completion of the course, students will be able to:

- | | |
|---|--|
| 1 | Demonstrate the ability to work cooperatively with others. |
| 2 | Demonstrate the ability to accept constructive criticism. |

- 3 Demonstrate the ability to seek assistance when necessary.
- 4 Demonstrate the ability to attend to a task and remain on task to completion.

Course Objectives

Upon satisfactory completion of the course, students will be able to:

-
- 1 Demonstrate on-the-job skills that are learned during the cooperative work experience.

Course Content

Lecture/Course Content

None

Laboratory or Activity Content

1. Develop career preparation skills through on-the-job training specific to the work site, in accordance with the contract between the student, and the instructor of record, and the work site supervisor.

Methods of Evaluation

Which of these methods will students use to demonstrate proficiency in the subject matter of this course? (Check all that apply):

Skills demonstrations

Methods of Evaluation may include, but are not limited to, the following typical classroom assessment techniques/required assignments (check as many as are deemed appropriate):

Clinical demonstration

Group projects

Individual projects

Laboratory activities

Laboratory reports

Portfolios

Reports/papers

Skills demonstrations

Instructional Methodology

Specify the methods of instruction that may be employed in this course

Clinical demonstrations

Demonstrations

Field experience/internship

Field trips

Group discussions

Guest speakers

Internet research

Laboratory activities

Small group activities

Describe specific examples of the methods the instructor will use:

1. Only as related to instruction the student will receive to perform internship work.

Representative Course Assignments

Writing Assignments

1. May be required if included in the work experience contract.

Critical Thinking Assignments

1. Only as related to circumstances that may arise on the job site.

Reading Assignments

1. May be required if included in the work experience contract.

Skills Demonstrations

1. Only as related to the tasks the intern may be asked to perform on the job site under the supervision of the intern sponsor.

Outside Assignments**Representative Outside Assignments**

1. All work will be completed at the job site.

District General Education**A. Natural Sciences****B. Social and Behavioral Sciences****C. Humanities****D. Language and Rationality****E. Health and Physical Education/Kinesiology****F. Ethnic Studies/Gender Studies****CSU GE-Breadth****Area A: English Language Communication and Critical Thinking****Area B: Scientific Inquiry and Quantitative Reasoning****Area C: Arts and Humanities****Area D: Social Sciences****Area E: Lifelong Learning and Self-Development****Area F: Ethnic Studies****CSU Graduation Requirement in U.S. History, Constitution and American Ideals:****IGETC****Area 1: English Communication****Area 2A: Mathematical Concepts & Quantitative Reasoning****Area 3: Arts and Humanities****Area 4: Social and Behavioral Sciences****Area 5: Physical and Biological Sciences****Area 6: Languages Other than English (LOTE)****Textbooks and Lab Manuals****Resource Type**

Other Resource Type

Description

Course textbook(s) to be determined by course instructor..

Primary Minimum Qualification

LEGAL ASSISTING

Additional Minimum Qualifications

Minimum Qualifications

Law

Review and Approval Dates

Department Chair

10/19/2021

Dean

10/21/2021

Technical Review

MM/DD/YYYY

Curriculum Committee

10/27/2021

DTRW-I

10/28/2021

Curriculum Committee

11/10/2021

Board

12/14/2021

CCCCO

01/05/2022

Control Number

CCC000628099

DOE/accreditation approval date

MM/DD/YYYY