

# LAW R191: OCCUPATIONAL COOPERATIVE PAID WORK EXPERIENCE

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**Originator**

ehess

**College**

Oxnard College

**Attach Support Documentation (as needed)**

PLS Advisory Committee Minutes - 10-6-21.pdf

**Discipline (CB01A)**

LAW - Paralegal Studies

**Course Number (CB01B)**

R191

**Course Title (CB02)**

Occupational Cooperative Paid Work Experience

**Banner/Short Title**

Coop Paid Work Experience

**Credit Type**

Credit

**Honors**

No

**Start Term**

Fall 2022

**Catalog Course Description**

Occupational Cooperative Paid 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 75 hours of paid employment during the semester. Occupational Cooperative Paid Work Experience is available to all Law/Paralegal Studies students.

**Additional Catalog Notes**

Note: 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

Minimum Paid Internship/Cooperative Work Experience Hours

225

Maximum Paid Internship/Cooperative Work Experience Hours

225

Unpaid

**Total Outside-of-Class**

Total Outside-of-Class

**Total Student Learning**

Total Student Learning

Total Minimum Student Learning Hours

225

Total Maximum Student Learning Hours

225

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):**

Problem solving exercises  
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  
Research 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..

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**Primary Minimum Qualification**

LEGAL ASSISTING

**Additional Minimum Qualifications**

**Minimum Qualifications**

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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**

CCC000628100

**DOE/accreditation approval date**

MM/DD/YYYY