

EMP 017: NEW WORLD OF WORK SKILLS: RESILIENCE

Originator

anahernandez

Co-Contributor(s)**Name(s)**

Thompson, Brian

Justification / Rationale

Reduce class size due to short-term course offering.

Effective Term

Fall 2022

Credit Status

Credit - Degree Applicable

Subject

EMP - Employability Skills

Course Number

017

Full Course Title

New World of Work Skills: Resilience

Short Title

RESILIENCE

Discipline**Disciplines List**

ALL DISCIPLINES

Modality

Face-to-Face

100% Online

Hybrid

Catalog Description

Develop or improve your Resilience in the workplace by understanding the importance of personal growth; setting priorities and goals; creating contingency and back up plans; being able to bounce back when things go wrong and learn from mistakes; listen to other's views.

Schedule Description

Develop or improve your ability to be Resilience in the workplace and bounce back from issues and problems.

Lecture Units

0.5

Lecture Semester Hours

9

Lab Units

0

In-class Hours

9

Out-of-class Hours

18

Total Course Units

0.5

Total Semester Hours

27

Required Text and Other Instructional Materials
Resource Type

Web/Other

Open Educational Resource

Yes

Year

2018

Description

New World of Work Instructional Materials available through Linked Learning/New World of Work.

Class Size Maximum

20

Course Content

1. Personal growth and lifelong learning.
2. Setting priorities and goals.
3. Consequences, contingencies and back up plans.
4. Feedback.
5. Resolving conflict.

Course Objectives

Objectives	
Objective 1	Recognize the importance of personal growth and lifelong learning.
Objective 2	Be open to new ideas and learn from things that go wrong.
Objective 3	Set priorities and goals and plan for back up and contingencies.
Objective 4	Understand the importance of feedback in resolving issues and conflict.

Student Learning Outcomes

Upon satisfactory completion of this course, students will be able to:	
Outcome 1	Create a plan with appropriate goals and priorities that recognizes the possibility of failure and provides back up and contingencies .

Methods of Instruction

Method	Please provide a description or examples of how each instructional method will be used in this course.
Discussion	In class discussion and/or online Canvas discussions evaluating the goals and contingency plans for a variety of industry relevant case studies.
Collaborative/Team	Creation of cooperative learning tasks such as a small group or paired activities to promote discussion o reactions to criticism.
Technology-based instruction	Use of learning materials available on the web, including "What Not To Do" videos.

Lecture	Presentation of case studies emphasizing the importance of prioritization, back-up planning, and the acceptance of criticism and failure.
Self-exploration	Survey at beginning and end of class to promote self-awareness, develop a baseline understanding of strengths and weaknesses and a plan for future improvement.

Methods of Evaluation

Method	Please provide a description or examples of how each evaluation method will be used in this course.	Type of Assignment
College level or pre-collegiate essays	Writing assignments completed out-of-class analyzing the results of the beginning of class survey and developing a learning plan to present in-class.	In and Out of Class
Student participation/contribution	Class discussion and questions evaluating a variety of case studies to identify the importance of back-up plans and contingencies.	In Class Only
Self/peer assessment and portfolio evaluation	Surveys at beginning and end of class to develop a baseline and self-awareness of priority setting, contingency planning and responsiveness to criticism.	In and Out of Class
Group activity participation/observation	Activity based analysis of goals ,priorities and contingency plans in a variety of case studies.	In Class Only
Presentations/student demonstration observations	Discussion questions evaluating the effectiveness of contingency plans and prioritization.	In Class Only

Assignments

Other In-class Assignments

1. Beginning of semester survey to determine current Resilience strengths and weaknesses.
2. Individual or Group projects designed to set priorities and goals.
3. Online research and activities to identify opportunities for personal growth and lifelong learning.
4. Case studies designed to demonstrate the impact of consequences and the need for a back up and contingency plan.
5. Online individual, small group, or paired presentations designed to identify and apply effective communication tools and techniques.
6. End of semester survey to identify Resilience strengths and weaknesses.

Other Out-of-class Assignments

Students are expected to spend a minimum of eighteen hours on outside assignments which include a variety of video resources, self analysis of life experiences, and development of academic and workplace goals.

Grade Methods

Letter Grade Only

Distance Education Checklist

Include the percentage of online and on-campus instruction you anticipate.

Online %

100

Instructional Materials and Resources

If you use any other technologies in addition to the college LMS, what other technologies will you use and how are you ensuring student data security?

New World of Work materials are maintained by Shasta College and made available to faculty and students through Linked In Learning which requires password access.

If used, explain how specific materials and resources outside the LMS will be used to enhance student learning.

New World of Work materials have been developed at the state level in collaboration with industry and vetted as appropriate to enhance the learning experience.

Effective Student/Faculty Contact

Which of the following methods of regular, timely, and effective student/faculty contact will be used in this course?

Within Course Management System:

Discussion forums with substantive instructor participation
Online quizzes and examinations
Private messages
Regular virtual office hours
Timely feedback and return of student work as specified in the syllabus
Video or audio feedback
Weekly announcements

External to Course Management System:

Direct e-mail
Posted audio/video (including YouTube, 3cm mediasolutions, etc.)

For hybrid courses:

Scheduled Face-to-Face group or individual meetings

Briefly discuss how the selected strategies above will be used to maintain Regular Effective Contact in the course.

This class will be taught either online or as a hybrid via Canvas. Instructors will use asynchronous text and video messages to interact with the students. Also, discussions boards, constant announcements will be used. Zoom virtual office hours with screen sharing and interaction capabilities will be available.

If interacting with students outside the LMS, explain how additional interactions with students outside the LMS will enhance student learning.

Canvas is used for external interaction as well.

Other Information

Provide any other relevant information that will help the Curriculum Committee assess the viability of offering this course in an online or hybrid modality.

All materials for the course are web-based so online and/or hybrid modality is appropriate.

MIS Course Data

CIP Code

32.0105 - Job-Seeking/Changing Skills.

TOP Code

051800 - Customer Service

SAM Code

C - Clearly Occupational

Basic Skills Status

Not Basic Skills

Prior College Level

Not applicable

Cooperative Work Experience

Not a Coop Course

Course Classification Status

Credit Course

Approved Special Class

Not special class

Noncredit Category

Not Applicable, Credit Course

Funding Agency Category

Not Applicable

Program Status

Stand-alone

Transfer Status

Not transferable

Allow Audit

No

Repeatability

No

Materials Fee

No

Additional Fees?

No

Approvals**Curriculum Committee Approval Date**

05/03/2022

Academic Senate Approval Date

05/12/2022

Board of Trustees Approval Date

5/20/2022

Chancellor's Office Approval Date

5/20/2022

Course Control Number

CCC000611819

Programs referencing this course

Hospitality Management Certificate of Achievement (<http://catalog.collegeofthedesert.eduundefined/?key=117>)

New World of Work: Employability Skills Certificate (<http://catalog.collegeofthedesert.eduundefined/?key=324>)

Hospitality Management AS Degree (employment preparation) (<http://catalog.collegeofthedesert.eduundefined/?key=60>)

Agriculture Office Assistant Certificate of Achievement (<http://catalog.collegeofthedesert.eduundefined/?key=84>)

Agriculture Office Professional Certificate of Achievement (<http://catalog.collegeofthedesert.eduundefined/?key=85>)