|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Integrated Engineering Technology.AAS AY19/20 Professional/Soft Skills - OUR ADVISORY BOARD TOLD US TO FOCUS ON : **TIMELINESS, PROFESSIONAL DRESS, AND TEAMWORK** | | | | | | | | | |
|  | Course: ELET-1520.  Assessment: Group Labs  Benchmark: 2.8  Faculty:  Semester: | Course: MECT 2905  Assessment: on time- assignment turn in rate  Benchmark: 2.8  Faculty:  Semester: | Course: ENGR-1010  Assessment: In Class Presentation  Benchmark: 2.8  Faculty: | Course:  Assessment:  Benchmark: 2.8  Faculty: | Course:  Assessment:  Benchmark: 2.8  Faculty: | Course:  Assessment:  Benchmark: 2.8  Faculty: | Course:  Assessment:  Benchmark: 2.8  Faculty: | | Comments/Analysis |
| **Self -Motivation** |  |  |  |  |  |  |  | |  |
| **Timeliness** |  | Plan. First Time Tracking. |  |  |  |  |  | | Timeliness: Could be assessed in any course where assignments are due by a certain date. But it would be preferable to assess in a course where students have been in college enough time to become used to the work load (so not a first semester course such as ENGR-1010). We decided to put the soft skill assessment in MECT-2905. |
| **Professional Dress** |  |  | Plan. First Time Tracking. |  |  |  |  | | Professional Dress: This is something that needs to be addressed. But I think we would need to assess it during certain events only. Otherwise students will score low if it is being assessed all the time (their everyday dress is not professional). Maybe it could be assessed during a job fair or possibly even during a presentation. It could be assessed during the presentation which the Oral Communication CWO assessment already takes place in ENGR-1010. We decided to put the soft skill assessment in ENGR-1010. |
| **Conflict Resolution** |  |  |  |  |  |  |  | |  |
| **Teamwork** | Plan. First Time Tracking. |  |  |  |  |  |  | | Teamwork (A division of the labor without one person just doing all the work or one person sitting back and not doing anything while the rest of the group works): This is especially important in any lab class. I like the idea of using an anonymous survey method mentioned in the example to see what other classmates in the group think. We decided to put the soft skill assessment in ELET-1520-CN Spring 2019 (which will be carried over to future courses). A peer reviewed anonymous survey is planned which will factor into a student’s teamwork assessment. Students will be pulled aside to speak if their teamwork skills are lacking. |
| **Integrity** |  |  |  |  |  |  |  | |  |
| **Persistence** |  |  |  |  |  |  |  | |  |
| **Initiative** |  |  |  |  |  |  |  | |  |
| **Reliability** |  |  |  |  |  |  |  | |  |
| **Lifelong Learning** |  |  |  |  |  |  |  |  | |
| **Attitude** |  |  |  |  |  |  |  |  | |  |
| **Reflective Listening** |  |  |  |  |  |  |  |  | |  |