



CHIPOLA COLLEGE

COURSE SYLLABUS

Chipola's website: www.chipola.edu

COURSE TITLE:

PRODUCTION QUALITY AND ASSURANCE

COURSE NUMBER:

ETI 0431

COURSE DESCRIPTION (with prerequisites):

The Production Quality and Assurance course prepares students for entry into the advanced manufacturing industry. Content emphasizes beginning skills key to the success of working in the manufacturing industry. Students study how to accurately read and interpret blueprints and schematics; graphic design and computer-aided drawing; quality assurance methods and quality control concepts; use of precision measurement tools and instruments; and understanding modern business practices.
150 Clock Hours

NAME(S) OF INSTRUCTORS:

Lessa Bates, Building O, Room 107, (850) 718-2444, batesl@chipola.edu

EFFECTIVE ACADEMIC YEAR:

2021-2022

REQUIRED TEXTBOOKS AND INSTRUCTIONAL MATERIALS:

Shawn A. Ballee, Gary R. Shearer, Industrial Maintenance and Mechatronics. G-W Publishing, ISBN: 9781635634273.

The lectures and lab skills will be content from **Amatrol LMS**.

GRADING POLICY:

The standing of a student in each course is expressed by one of the following letters and corresponding grading system:

A – 90 – 100

B – 80 – 89

C – 70 – 79

D – 60 – 69

F – 59 or less

The Chipola Catalog provides policies and procedures regarding the grading system. A student's Grade Point Average is derived from the grading system/quality point scale.

ATTENDANCE AND WITHDRAWAL POLICIES:

Chipola College expects regular attendance of all students and for all instructors to record attendance daily. Students who are absent from classes for any reason other than official college activities must satisfy the instructor concerned that the absence was due to illness or other clearly unavoidable reasons. Otherwise, the student may suffer grade loss at the discretion of the instructor. Chipola policy allows each instructor to specify in the Instructor

First Day Handout whether or not an absence is excusable and what effect the absence or tardy may have on the grade.

A student is allowed to repeat a course a maximum of three (3) times. **On the third attempt a student (1) must bear the full cost of instruction (unless waived by Student Services), (2) cannot withdraw, and (3) must receive a grade.**

MAKE-UP POLICY:

Chipola allows each instructor to specify in the Instructor First Day Handout the makeup policy.

ACADEMIC HONOR CODE POLICY:

Students are expected to uphold the Academic Honor Code, which is based on the premise that each student has the responsibility to (1) uphold the highest standards of academic honesty in his/her own work; (2) refuse to tolerate academic dishonesty in the college community; and (3) foster a high sense of honor and social responsibility on the part of students. Further information regarding the Academic Honor Code may be found in the Chipola Catalog, Student Governance section.

STUDENTS WITH DISABILITIES POLICY:

Chipola College is committed to making all programs and facilities accessible to anyone with a disability. Chipola's goal is for students to obtain maximum benefit from their educational experience and to effectively transition into the college environment. Students with disabilities are requested to voluntarily contact the Office of Students with Disabilities to complete the intake process and determine their eligibility for reasonable accommodations.

NOTICE OF EQUAL ACCESS/EQUAL OPPORTUNITY AND NONDISCRIMINATION:

Chipola College does not discriminate against any persons, employees, students, applicants or others affiliated with the college in regards to race, color, religion, ethnicity, national origin, age, veteran's status, disability, gender, genetic information, marital status, pregnancy or any other protected class under applicable federal and state laws, in any college program, activity or employment.

Wendy Phippen, Associate Vice President of Human Resources, Equity Officer and Title IX Coordinator, 3094 Indian Circle, Marianna, FL 32446, Building A, Room 183C, 850-718-2269, pippenw@chipola.edu.

LIBRARY AND ON-LINE REFERENCE MATERIALS:

The library is a comprehensive learning resource center providing information in print, electronic, and multimedia format to support the educational objectives of the College. On-line catalogs, e-books, and electronic databases can be accessed through the Library Resources link within your course in Canvas or by using the *Search* icon on the Chipola Library website at www.chipola.edu/library. If you have questions about database usage, consult the "How to Use the Chipola Databases" on the Library website or call the Library at 850/718-2274 during regular hours. Library hours are posted each semester at the building entrance and on the Library website. See your Instructor First Day Handout for individual instructor recommendations and resources.

TECHNOLOGY RESOURCES:

The college's learning management system is **Canvas**. Classes become available on Canvas on the first day of the semester. It is the student's responsibility to log onto the Canvas system the first day of class to establish the first day of attendance and to check announcements. All official class communication must be through Canvas. For further information, contact your instructor or the Director of Learning Resources. The Canvas support hotline is available online in live chat and on the phone, toll-free, at 855-308-2812 for any issues utilizing Canvas. The **Technology Center**, located in the library, is equipped with computer workstations. Lab hours are posted each semester at the building entrance and on the Library website.

FREE TUTORING RESOURCES:

The Academic Center for Excellence (**ACE**) Lab, located in Building L, offers free tutoring from 8 a.m. to 5 p.m. and is equipped with computer workstations. ACE lab hours are posted each semester at the room entrance and on the website. Additionally, Chipola College has contracted **Smarthinking**, a Pearson Company, for online tutoring services, accessible especially from 5 p.m. to 8 a.m. and weekends. Smarthinking can be accessed through Canvas.

ELECTRONIC DEVICE USAGE STATEMENT:

Classrooms should be free of all unnecessary distractions from the task of learning. Therefore, as a general rule, students should silence and avoid use of all electronic devices (laptops, phones, tablets, etc.) not being used for coursework. Consult first-day handouts for any specific policies related to the use of electronic devices in the classroom, as they may vary depending upon the nature of the course or the guidelines of the instructor. Faculty reserve the right to regulate the use of electronic devices and their accessories in class.

DISCIPLINE SPECIFIC COMPETENCIES / LEARNING OUTCOMES:

This course will focus on the elements of the manufacturing industry to include reading and understanding designs created in design programs, quality control and assurance methods and concepts to aide in modern business practices.

Linking Course-level Student Learning Outcomes with Discipline-Specific Competencies, Assessment Methods, and Artifacts

<p align="center">COURSE-LEVEL STUDENT LEARNING OUTCOMES FOR 0431</p>	<p align="center">DISCIPLINE-SPECIFIC GENERAL EDUCATION COMPETENCIES</p>	<p align="center">ASSESSMENT METHODS FOR COURSE LEVEL STUDENT LEARNING OUTCOMES (see Notes below)</p>
<p>Upon the successful completion of this course, students will be able to:</p> <p>Demonstrate the ability to read and accurately interpret blueprint and schematics</p> <p>Demonstrate an understanding of graphic design by generating and interpreting computer-aided drawings</p> <p>Demonstrate proficiency in the use of quality assurance methods and quality control concepts</p> <p>Demonstrate proficiency in using measurement tools, instrument and testing devices related to proper quality assurance methods</p> <p>Demonstrate an understanding of modern business practices and enterprise systems</p> <ul style="list-style-type: none"> • 	<p>Demonstrate a fundamental knowledge of terminology, identify symbols and information to read and produce a blueprint.</p> <p>Apply knowledge to a blueprint reading in order to interpret design and create blueprints from scratch.</p> <p>Utilize industrial design software to create drawings to industry standard.</p> <p>Demonstrate knowledge of accurate and precise data for quality performance.</p> <p>Identify, recommend and document corrective actions necessary to maintain product quality</p> <p>Ability to describe and apply lean manufacturing principles Describe the 6S uses</p> <p>Demonstrate proficiency in using, maintaining, and storing tools, instruments, inspection and testing devices.</p> <p>Demonstrate ability to research and understand business practices and costs</p> <p>Demonstrate understanding of business structure and planning.</p>	

Notes: Assessment Codes

BO - Behavioral Observation	EX - Dept Exam	Port - Portfolio	SD - Skills Demonstration
Cap Proj - Capstone Course	Exp - Experiments	Prac - Practicum	SE - Natl or State Standardized
CF - Cumulative Final	F - Final Exam	Pre/ Post - Pre-/Post-Tests	Sk - Ck Skills Check-Off
Clin - Clinicals	H - Homework	Proj - Projects	SP - Skills Performance
CP - Case Plan	Intern - Internship	PS - Problem Solving	T - Tests
CS - Case Study	J - Jury	Q - Quizzes	UT - Unit Tests
DB - Discussion Board	JP - Judged Perf/Exh	R - Recital	W - Writing Assignments
DE - Documented Essays	Obs - Teacher Observ	RP - Research Papers	
E - Essays	OT - Objective Tests	RPT - Report/Presentation	

MEANS OF ACCOMPLISHING STUDENT LEARNING OUTCOMES:

1. In-class lecture and discussion.
2. On-line learning management systems
3. Hands-on competency-based labs.
4. Assessments.

ASSIGNMENT AND/OR COURSE OUTLINE

This course is competency-based and self-paced using handouts, LMS, computer-assisted instruction and instructor demonstrations.

1. Attending classes
2. Completing reading and computer assignments along with laboratory work.
3. Keeping a course notebook.
4. Quizzes, tests, homework, and practical exam.

CERTIFICATION ALIGNMENT:

To earn your certification, you must submit and pass the Safety, Maintenance Awareness, Quality, and Manufacturing Processes exams. Individuals must pass all four CPTAE required assessments within two years in order to achieve the full-CPTAE certification. The MSSC-CPT Certification is valid for 5 years.

See your Instructor First Day Handout for individual instructor assignment schedule.