

Northern Marianas College Course Guide

Course: CE 400 Business Cooperative Education

Effective Semester / Session: Spring 2016

Type of Action:

- New
- Modification
- Move to Inactive (Stop Out)
- Cancellation

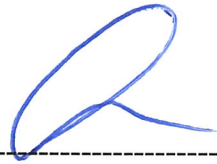
Course Alpha and Number: CE 400

Course Title: BUSINESS COOPERATIVE EDUCATION

Reason for initiating:

This course is created to meet the needs of the Bachelor of Science in Business Management to provide cooperative education experience.

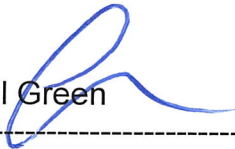
Chavel Green



Proposer

1/19/16
Date

Chavel Green



Department Chair

1/19/16
Date

Barbara Merfalen



Dean of Academic Programs and Services

1/19/16
Date

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1. **Department**
Business

2. **Purpose**
This cooperative education opportunity provides experiential learning that engages learners in direct experience and focused reflection in order to increase knowledge, develop skills, clarify values and develop student a capacity to contribute to their communities.

Description

A. Required/Recommended Textbook(s) and Related Materials

Required:

Wheelen, T., Hunger, J. Hoffman, A., & Bamford, C.
(2015). *Strategic Management and Business Policy: Globalization, Innovation, and Sustainability*, (14th ed). Upper Saddle Hill, NY: Prentice Hall.

B. Contact Hours

1. **Lecture:** None
2. **Lab:** None
3. **Other:** 90 hours per semester cooperative experience in a business site

C. Credits

1. **Number:** 3
2. **Type:** Regular degree credits

D. Catalogue Course Description

This three credit experiential cooperative education course provides students with an opportunity to work as a team on real business problems with local business organizations selected by the institution. BSBM students will work as a consulting team with a client and an advisor in a business environment to develop solutions that will be put to use by the client. Student teams develop their analyses and recommendation over the semester and complete the project with the delivery of a final project and presentation to the client senior management and their advisor. Prerequisites: Successful completion of all core course and general education requirements, as well as all 300 level business courses with a "C" or higher or permission from the Department Chair of the Business Program. English Placement: Level: EN 202. Math Placement Level: MA 161. (Offered Spring).

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E. Degree or Certificate Requirements Met by Course

Bachelor of Science in Business Management

F. Course Activities and Design

90 hours cooperative learning experience.

3. **Course Prerequisite(s); Concurrent Course Enrollment; Required English/Mathematics Placement Level(s)**

Prerequisites: Successful completion of all core course and general education requirements, as well as all 300 level business courses with a "C" or higher or permission from the Department Chair of the Business Program. English Placement: Level: EN 202. Math Placement Level: MA 161. (Offered Spring).

4. **Estimated Cost of Course; Instructional Resources Needed**

Cost to the College: Instructor's salary, mileage for NMC instructor.

Cost to the Student: Tuition for a 3-credit hour course, program course fee, and the cost of the textbook.

Instructional resources needed for this course include, overhead projector, photocopy machine, photocopy paper, dry-erase markers, and dry-erase board.

5. **Method of Evaluation**

Students grades will be based on the regular letter grade system as described below:

A: Excellent- grade points:	4.0
B: Above average- grade points:	3.0
C: Average- grade points:	2.0
D: Below average- grade points:	1.0
F: Failure- grade points:	0.0

NMC's grading and attendance policies will be followed.

6. **Course Outline**

The topical outline of the Student Cooperative Education Handbook details in sequence the Student Cooperative Education Timeline.

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7. Instructional Goals

This course advisor will collaborate with students from CE 400 to guide and support them in demonstrating that they meet the following goals:

- 1.0 Apply knowledge gained in core business courses;
- 2.0 Demonstrate effective communication in both written and oral forms;
- 3.0 Display professional interpersonal skills in group settings in field sites;
- 4.0 Utilize sound values and ethical principles in business;
- 5.0 Analyze implications of globalization in the assignments; and
- 6.0 Create results orientated action plans.

9. Student Learning Outcomes

- 1.0 Demonstrate appropriate skills and dispositions in working as part of a problem-solving team.
- 2.0 Demonstrate an understanding of the implications of globalization in business;
- 3.0 Apply key relevant conceptual knowledge and skills facing business organizations;
- 4.0 Display professionally acceptable levels of communication skills;
- 5.0 Exhibit ethical principles and personal and company values, in the business world;
- 6.0 Create a result-oriented action plan based on site needs and evaluation;
- 7.0 Evaluate placement site needs; and
- 8.0 Utilize technology business.

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10. Assessment Measures

Assessment of student learning may include, but not be limited to, the following:

- 1.0 Fulfillment of roles and responsibilities in placement site;
- 2.0 Fulfillment of cooperative learning experience;
- 3.0 Cooperative learning rubric;
- 4.0 Cooperative learning checklist;
- 5.0 Formal observations;
- 6.0 Self-assessment;
- 7.0 Progress reports;
- 8.0 Cooperative experience portfolio; and
- 9.0 End of experience presentation.