

El Paso Community College

Syllabus

Part II

Official Course Description

SUBJECT AREA	Credit for Learning by Experience Options (CLEO)
COURSE RUBRIC NUMBER	EDTC 1250
COURSE TITLE	Portfolio Development
COURSE CREDIT HOURS	2 2 :
	Credits Lec Lab

I. Catalog Description

In-depth coverage of portfolio development describing and documenting where past, present life experiences and learning are equivalent to the content of specific EPCC courses. Presents evaluation of portfolio and award of credit is done by faculty on an individual basis. **Prerequisite: Permission of the Credit for Learning by Experience Options (CLEO) Advisor. (2.0).**

II. Course Objectives

Upon satisfactory completion of this course, the student will be able to

- A. Differentiate between experiential learning and academic learning and clarify the steps in the portfolio development process.
- B. Utilize a process of value clarification and skill-and-interest inventory to set personal, career, and educational goals.
- C. List, describe, and document competencies gained from life experience learning.
- D. Assemble his/her own experiential learning portfolio for submission to an EPCC faculty evaluator.

III. THECB Learning Outcomes (WECM)

1. Develop a professional portfolio based on reflection of past and present educational experiences.
2. Evaluate best practices and current trends in educational settings.

IV. Evaluation

To successfully complete this course, the student is required to turn in a completed portfolio on the date specified by the instructor. The instructor will evaluate the student's work by completing a CLEO evaluation indicating the extent to which the student has achieved the course objectives stated in II. above and the level of quality of the portfolio itself.

The student will receive a letter grade for this course.

V. Disability Statement (American with/Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.

VII. Title IX and Sex Discrimination

Title 9 (20 U.S.C. 1681 & 34 C.F.R. Part 106) states the following "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." The Violence Against Women Act (VAWA) prohibits stalking, date violence, sexual violence, and domestic violence for all students, employees and visitors (male and female). If you have any concerns related to discrimination, harassment, or assault (of any type) you can contact the Assistant to the Vice President for Student and Enrollment Services at 915-831-2655. Employees can call the Manager of Employee Relations at 915-831-6458. Reports of sexual assault/violence may also be reported to EPCC Police at 915-831-2200.