Cooperative Education

1) As an introduction Cooperative Education/ CWEE is essentially a non-classroom, career course where instruction takes place at the students job site as well as on campus. An advisory committee meets yearly, usually in September, to review program goals, curricula and all aspects of the program. As more individuals return to college, weakness in the job market drives many to Coop Ed. Enrollment has skyrocketed. Administration has responded by placing additional resources into the program. Additional meetings, more specific requirements and job survival training have been added to give the student a more enriched experience. Oversight has been improved both by making students more accountable as well as greater outreach to employers. As the job market narrows students returning to Mission seek greater skills to remain competitive. Growth in Coop Ed is projected to continue.

2) Presently Coop Ed is not scheduled as a traditional program. No “sequential path” exists. Students from a variety of disciplines take the course to:
   a. strengthen their job acquisition and survival skills
   b. document work experience, many college students have no documented work experience. Coop Ed/CWEE provides employed or individuals in a volunteer position with documented job experience on their transcript. The documentation helps them in obtaining future employment.
   c. obtain transfer elective credit to the CSU and other institutions
   d. save tuition fees by completing electives at LAMC, balanced with requirements

3) Two ways exist to update the curricula and maintain standards. The advisory committee is composed of leaders from a variety of groups. Additionally the instructor of record Professor E. Raskin keeps in continuous communication with supervisors at the work sites and visits many. Site visitations provide Professor Raskin with knowledge of the most updated developments in the private and public sector (the instructor of record has a strong commercial/industrial background having worked in agriculture, manufacturing, government, retail and management consulting.)

4) Although at this time Coop Ed/CWEE is run by only one. 8FTE faculty member, all relevant information is communicated to faculty through the LAMC website. Information on the program is clearly listed at this site. A forty-hour per week office is also staffed to assist students. Department goals are established in meetings with the Vice President of Academic Affairs and Business Department Leadership.

5) In Coop Ed/CWEE careful student records are maintained. Attendance, progress reports, student work performance are monitored and a comprehensive final exam is required.

6) At this time social or instructional media are not used. Direct emails are used regularly to communicate with students and supervisors. Our outdated computer system needs to be updated.

7) Although only one faculty and one classified member works in the department, issues have been resolved with discussion within the office. Grievances or complaints have not gone to management.