PROFESSIONAL TECHNICAL TEACHER EDUCATION
300 & 400-level Course Descriptions

PTE 301 - Workforce Instructional Methods and Materials (3 credits)
Provides an overview of established training principles and practices including adult learning theory. Students will learn information literacy through library, internet and other resources. This course is intended for aspiring instructors and will focus on five delivery methods including lecture, discussion, demonstration, small group work and on-line learning.

PTE 302 - Course Development and Design (3 credits)
Presents models and processes for course design appropriate to the adult setting. Content includes scope and sequence, thematic development, competency-based models of instruction, syllabus development, and assignment of class requirements. Will cover program planning, advisory committee work, industry standards and accreditation standards.

PTE 310 - Managing the Learning Environment (3 credits)
This course is designed to help students develop a management plan for determining, obtaining, and maintaining instructional equipment, tools, supplies, and materials. Emphasis is on shop, laboratory, and classroom safety practices.

PTE 311 - Technology in Learning (3 credits)
This course is designed to identify, evaluate and implement new and emerging technologies according to industry needs. On-line, hybrid, and other emerging technology-based modes of communication will be examined to understand current curriculum development practices.

PTE 312 - American Community College (3 credits)
This course explores the history, present status, student diversity, student services, ethical issues and future directions of the American community college. Grant proposals, procedures and processes will be evaluated. Students will research and develop at least one grant proposal.

PTE 314 - Professional Portfolio (1 credit)
This course will require students to document prior work experience by developing an E-portfolio and will culminate in receiving Workforce Experience Practicum credit.

PTE 315 - Workforce Experience Practicum (10 credits)
Credits earned will be based on the successful completion of the Professional Portfolio course (PTE 314). Students must have demonstrated 2-5 years of relevant work experience in their area of interest.

PTE 325 - Organizational Leadership (2 credits)
This course is designed to help students develop leadership skills in a technical environment. Students will evaluate various leadership theories and models.

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PTE 345 - Adult Learning (5 credit)
This course will cover adult learning theory, learning styles, learning processes, context, motivation and development.

PTE 401 - Student Support and Guidance (3 credits)
This course will evaluate student completion theories and develop the skills necessary to respond to student needs including scheduling and holding office hours, providing multiple modes of communication, and understanding professional obligations in regard to student contact.

PTE 402 - Assessment of Learning Performance (3 credits)
This course will inform the process of curriculum evaluation and revision by examining existing research in assessment. Students will learn how to design and develop evaluation processes to be integrated into classroom learning. Course content will include prior learning assessment, formative assessment, summative assessment, and will be linked to learning outcomes. Accreditation standards and processes will be addressed.

PTE 420 - Legal Issues and Ethics in Education (3 credits)
This course is designed to explain how legal implications from local, state and federal sources guide professional practice. Students will evaluate social, economic and political issues that influence professional ethics and practice.

PTE 460 - Diversity and Globalism in Education (3 credits)
This course will examine cultural competence in the classroom and the effects of globalism in the educational setting.

PTE 468 - Program Management and Recruitment (3 credits)
This course is designed to inform students about all aspects of program management and leadership, including student recruitment. Students will learn about program budgets, staffing, facilities, scheduling, and forecasting. In addition students will develop a recruiting plan for their current program or intended area of instruction.

PTE 489 - Professional Development Certification (1 credit)
Students completing this course will have a professional development plan per WAC 131-16-92 and attain an Initial Washington State Professional Technical Teacher Certification (Additional requirements for certification include CPR and First Aid).

PTE 490 – Internship (10 credits)
The Teaching Internship provides students with the opportunity to observe, reflect and practice teaching adult learners in a technical, post-secondary environment. Each student will find a technical teaching placement in their field of interest and work with an adult educator (site supervisor) to develop and deliver relevant curriculum. The student’s site supervisor and college faculty advisor will evaluate the internship.

PTE 495 – Capstone (1 credit)
This project-based course will be offered during the student’s last quarter of study and will draw on all previous classes and internship experiences.

PTE 498 – Special Topics (1-10 credits)
This class is designed to offer credit for Special Topics in teaching or leadership as agreed upon by the student and a faculty member.

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