

## Course Outcomes Guide

Course/Program Title: PLS 105 Contracts and Torts

Date: 1/9/14

Course/Program Team: Loretta Thornhill and Donald Beachley

### Expected Learning Outcomes:

1. Demonstrate knowledge of terms and facts of this subject
2. Apply basic knowledge to new situations
3. Solve problems
4. Communicate solutions
5. Demonstrate professional and ethical behavior

### Assessment:

1. Students demonstrate achievement of the outcomes through quizzes as well as a midterm and final exam. In addition, the outcomes are assessed through the production of homework assignments. Outcomes are also assessed through class discussions and class projects.

2. The Paralegal Studies program has an active advisory committee which meets at least once annually. One of the topics of discussion is always an assessment of our students, the courses and the program. The following are a constant topic for discussion:

\*a deficit in writing skills

\*a deficit in proofreading skills

\*lack of professionalism

3. In the Fall semester 2012 we launched a pilot assessment tool. Each paralegal professor was asked to select at least one major assignment which would demonstrate skills and knowledge offered in the course. The course outcomes assessments consisted of three parts:

\*a common grading rubric

\*A common grading sheet

\*a common data collection sheet

Based on the data we are able to assess whether students have successfully met desired outcomes. The data also indicates where we need to modify course content to improve achievement of learning outcomes.

Data for the Fall 2013 Semester:

### OUTCOME

	Element 1	Element 2	Element 3	Element 4	Element 5	
# of students w/ 5 pts	12	10	12	6	15	
# of	3	5	3	9		

students w/ 4 pts						

**Validation:** to be determined

**Results:** Learning outcomes assessments indicate that students are weak in writing skills and, to a lesser extent, in analytical skills.

Also, assessments indicate that students are not prepared for the workplace through a lack of professional attitudes and behaviors.

**Follow up:** More practice writing assignments will be given. Also, all instructors in all Paralegal courses should incorporate discussions and exercises to focus on the need to dress professionally, demonstrate good manners, and demonstrate self-motivation and initiative