



Memorandum

To: Secondary Career-Technical Directors and Superintendents

From: Dr. Paula Compton, Associate Vice Chancellor, Articulation and Transfer

Date: February 23, 2016

Subject: New Career-Technical Assurance Guide (CTAG): Construction Technology

I am pleased to announce a new Career-Technical Assurance Guide (CTAG) that facilitates transfer from Ohio’s Public Secondary Career-Technical Institutions to Ohio’s Public Colleges and Universities in the area of Construction Technology.

This memorandum will discuss the Construction Technology CTAG.

Construction Technology

The Construction Technology CTAG was created through the Secondary Career-Technical Alignment Initiative (SCTAI), a collaborative effort between the Ohio Department of Higher Education (formerly, Ohio Board of Regents) and the Ohio Department of Education (ODE), which supports the legislative mandates in ORC 3333.162. Faculty experts from two-year and four-year institutions across the state worked on the initiative to ensure similar academic content by examining and providing input into ODE Content Standards and then aligning those standards with post-secondary learning outcomes. A survey was sent to all of Ohio’s Public Colleges and Universities member institutions for review, comment, and endorsement. Findings favored the creation of a statewide agreement in Construction Technology and the addition of three new Career-Technical Articulation Numbers (CTANs) for statewide articulation. The attached Assurance Guide details the criteria that will provide secondary career-technical students the opportunity to earn credit for the approved CTANs below. This letter addresses the need for the participation of secondary institutions. A separate announcement for post-secondary alignment will be sent.

The Construction Technology CTAG includes the following courses (CTANs):

CTAN Career-Technical Articulation Number (CTANs)	Education Management Information System (EMIS) Course Numbers
CTCON001 - Plan Reading (3 Credits)	178019 - Plan Reading
CTCON002 - Construction Safety (3 Credits)	178018 - Construction Safety
CTCON003 - Construction Methods and Materials (3 Credits)	178001 - Carpentry and Masonry Technical Skills

With the Ohio Department of Education’s shift from offering programs to courses, the CTAG submission and approval process, in some cases, has changed for secondary institutions. For the Construction Technology CTAG, post-secondary faculty approved the use of the ODE End-of-Course examinations as assessment tools for student learning for two of the three new CTANs listed

above. CTCON001- Plan Reading will require that students earn a qualifying score of 64 or higher on the End-of-Course exam, for the ODE course named *Plan Reading* and denoted by the EMIS code 178019. For CTCON003- Construction Methods and Materials, students will be required to earn a qualifying score of 75 or higher on the End-of-Course exam for the ODE course named *Carpentry and Masonry Technical Skills* and denoted by the EMIS code 178001. The End-of-Course exam will not be used for articulated credit for CTCON002, however the ODE course named Construction Safety and denoted with the EMIS code 178018 is the aligned course needed in the sequencing of courses to meet the post-secondary learning outcomes for CTCON002. Students will be required to have a valid OSHA 30 hour card in general construction for CTCON002.

Faculty participated in the item writing with Ohio State University's Center on Education and Training for Employment (CETE) to help formulate the examinations (WebXam™) for courses within the Construction Technology CTAG. The following steps must occur for secondary students to have the opportunity to access college credit for these courses:

1. Secondary institutions must submit their course information to the Course Equivalency Management System (CEMS) for each ODE course taught at the institution. Institutions will submit an affirmation document, provided on our website <https://www.ohiohighered.org/transfer/ct2/affirmation>. The Affirmation form must be signed by a district administrator. This document affirms that those teaching the course recognize the course(s) provides an opportunity for articulated credit and assures adherence to using the SCTAI alignment document as part of the course delivery.

Faculty panels working with the ODHE will review submissions and determine the institution's approval status for the Construction Technology CTANs.

2. Students must accomplish both a & b outlined below:
 - a) pass the ODE aligned course(s) with a "C" or better
 - b) pass the corresponding End-of-Course examination with a qualifying score [for those CTANs requiring the examination]

Students must then work with their secondary institution to ensure that their official high school transcript, official WebXam scores, and the CTAG verification form, available on our website, <https://www.ohiohighered.org/node/5076>, are submitted to the post-secondary institution where the student chooses to enroll. The post-secondary institution must also be a part of the statewide agreement or offer the career-technical discipline to facilitate transfer.

If your institution offers any of the three ODE courses, please submit the course(s) and affirmation form(s) through the Course Equivalency Management System (CEMS) for review. Providing a submission prior to April 4, 2016 will allow the course and required documentation to be reviewed in the next review cycle. All institutions will need to make a submission for the previously mentioned CTANs if they have comparable courses.

Please see attached CTAG document for course descriptions and identified learning outcomes.

I would like to thank all of those involved in this process for their dedication and support. The names of the faculty participants are listed on page 5 of the Construction Technology CTAG. If you have any questions, please feel to contact Monique Menefee-Proffitt, Associate Director of Career-Technical Transfer Initiatives, mmenefee-proffitt@highered.ohio.gov or 614-387-1022 or Jamilah Tucker, Director of Career-Technical Transfer Initiatives, jjones@highered.ohio.gov 614-466-0543.

Enclosures (1)