

RED ROCKS COMMUNITY COLLEGE
HVA 113 SEC. 601/602 COURSE SYLLABUS/SCHEDULE

COURSE OUTLINE

This is NOT a self-paced course. You are expected to complete course work in the semester based on posted dates.

WEEK 1: <i>Saturday</i>	Note: Exact times may vary due to the inexact nature of discussions and Class participation. This course frequently runs to 5:30 PM in Week 1.
8:00 AM-8:30 AM 8:30 AM-8:45 AM	View Dupont Video "Protecting the Ozone" General introductions. Attendance. Give course overview and ask for expectations. Give expectations, fast pace. Go over Test costs (\$55) not included in class registration at RRCC registrar's office, Restroom facilities locations, Lunch arrangements, handout Course materials, sample test, Small Appliance handout, ESCO Technician's manual for EPA Certification. Collect payment for test (\$55) & receipts.
8:45 AM-9:50 AM	Show Trane video Part 1 Sections 1&2. Follow with Power point presentation Sections 1 & 2 with discussion & examples.
9:50 AM-10:00 AM 10:00 AM-11:30AM	Break. Collect payment for test (\$55) & receipts. Show Trane video Part 2 Sections 3, 4, & 5. Follow with Power point presentation Sections 3, 4 & 5 with discussion & examples.
11:30 AM-12:30PM 12:30 PM-2:30 PM	Lunch. Collect payment for test (\$55) & receipts. Show Trane video Part 3 Sections 6, 7, 8 & 9. Follow with Power point presentation Sections 6 & 7 with discussion & examples.
2:30 PM -2:40PM 2:40 PM-5:00 PM	Break. Collect payment for test (\$55) & receipts. Continue ppt presentation sections 8 & 9 with discussion & examples. Homework: Study ESCO Manual and do Sample Test
WEEK 2: <i>Saturday</i>	
8:00 AM-8:15 AM 8:15 AM-9:50 AM	Attendance, Collect payment for test (\$55) & receipts. Show Trane video Part 4, Section 10. Follow with Power point presentation Section 10 with discussion and examples.
9:50 AM-10:00 AM 10:00 AM-11:30AM	Break. Collect payment for test (\$55) & receipts. Go over homework and Sample Test.
11:30 AM-12:00PM 12:00 PM-2:00 PM	Lunch. Collect payment for test (\$55) & receipts. Hands on in lab. Transfer of Refrigerant from system to recovery cylinder and back. Focus on recordkeeping and good technician practices to avoid contamination.
2:00 PM-2:15 PM 2:15 PM-5:00 PM	Review for test. Online Testing for EPA Certification. Students may leave upon completion of exam. **Note: There is a \$50 fee for the ESCO online exam that is not included in the registration fee!!!! A form will be provided in class!!**

EVALUATION METHODS

- Attendance 75%
- Lab 10%
- Quizzes and Homework 15%

Passing/Failing the ESCO Institute's EPA sanctioned CFC Certification Exam online does not necessarily impact your course grade as this is a preparatory course.

NOTE: Hands on Lab may be conducted during Lunch Week 1 and Schedule Adjusted accordingly. Online Testing would begin Week 2 about 11 am.

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GRADING POLICIES

Letter Grade/Percentile

A =	90 – 100
B =	80 – 89
C =	72 – 79
D =	60 – 72
F =	0 – 59

Incompletes

See Instructor for additional assignment or to make up incomplete work.

COURSE INFORMATION

Title:	Refrigeration Recovery
Number:	HVA 113
Dates:	Sections 601/602 meet Saturdays 8 am–5:00 pm See Catalog
Room:	CTC 3838 or CTC 3809 See current Catalog for exact location.
Description:	This course is a comprehensive preparation for the EPA CFC Certification Exam offered by ESCO Institute. The Online Exam is included in the second meeting of the class. Presentation is in Power Point format with handouts available on D2L and a manual is provided. There is a \$50 Fee for the online Exam that is not included in class registration. A form will be provided authorizing the college to collect the \$50 fee.

INSTRUCTOR INFORMATION

Name:	John F. Oldani, Jr.
Contact:	@ RRCC: 303 914-6202, Voicemail: 303 914-6100 ext. 3504 Cell Phone: 303 564-7806, email: john.oldani@rrcc.edu
Office Hours:	By arrangement
Biography:	Instructing at Community College level since 1984. Teaching at RRCC since 1994. BSME from CU Boulder 1976, AAS in Commercial Refrigeration Heating and AC from DACC 1985. NATE certification 1999 – 2004. EPA CFC Certification 1994. Worked as HVAC Mechanic for Department of Human Services, Colorado Mental Health Institute, Fort Logan 1981 – 1999. General Manager of Blue Ribbon Home Warranty, Inc. 1999 – Present. EPA CFC Exam Proctor for ACCA and ESCO Institute.

REQUIRED TEXTS

Text Information: Provided with Class Fee. See above

COURSE OBJECTIVES

Upon completion of Refrigeration Recovery students will be able to:

- Pass the EPA CFC Certification exam
- Identify the various parts of a recovery/recycling machine
- Demonstrate this knowledge in the lab setting with lab equipment.
- Use manufacturer's charts and tables in identifying refrigerant temperature and pressure throughout the Carnot Cycle.

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GENERAL POLICIES

Registration/Withdrawal Student Responsibility

It is the responsibility of the student to complete all required registration/withdrawal requirements, including the purchase of books. Specific dates, requirements, and information are available at the Red Rocks Community College web site: www.rrcc.edu. Not withdrawing within the proper time limit will cause the student to receive a letter grade based upon his/her current standing in the class at the end of the course session.

Academic Integrity

At RRCC, academic integrity is the ethical foundation upon which the academic community pursues professional, administrative and scholarly endeavors. Everyone associated with the college's academic community has a responsibility for establishing, maintaining and fostering understanding and respect for academic integrity. Following are some principles associated with academic integrity to which we expect students to adhere:

- Assume responsibility and take credit only for the words and/or ideas in an academic exercise that are expressly one's own.
- Use information, computer programs, disks, another student's work, study aids, and/or other materials only when allowed by the instructor.
- Remove materials from the library, labs and other college facilities only when an official representative of the college grants permission.
- Use copyrighted materials only with permission.
- Refuse to help another commit an act of academic dishonesty.

Academic dishonesty is the intentional act of fraud when an individual claims credit for the work of another, uses unauthorized materials, or fabricates information in any scholarly exercise. Academic dishonesty also includes, but is not limited to, forging educational documents, damaging or destroying the works of another, or assisting others in acts of academic deception. If you are aware of an incident of academic dishonesty, please report the occurrence to a faculty member, department chair or administrator. Those committing academic dishonesty will be subject to disciplinary action: failing the assignment or course, and/or being expelled from the college.

Learning or Physical Disability

If you have a learning or physical disability that will require special accommodations, please notify me by the end of the second week of the course session you are enrolled in.

Student Grievances

Please consult the Student Handbook.

February 3, 2016 is the last day to drop 15-week classes and initiate a tuition refund* Tuition Payment due for Spring semester* February 3, 2016.
(If you register and do not drop your class, you may be responsible for payment.)

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Syllabus Statement Regarding Mandatory Reporting

Our College is committed to preserving a safe and welcoming educational environment for all students. As part of this effort, I have an obligation to report certain issues relating to the health and safety of campus community members. I must report to the appropriate College officials any allegation of discrimination or harassment. Sexual misconduct, which includes sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, and sexual exploitation, is considered a form of discrimination.

In addition to reporting all discrimination and harassment claims, I must report all allegations of dating violence or domestic violence, child abuse or neglect, and/or credible threats of harm to yourself or others. Such reports may trigger contact from a College official who will want to talk with you about the incident that you have shared. In almost all cases, it will be your decision whether you wish to speak with that individual. If you would like more information, you may reach the Title IX/EO Coordinator:

Deborah Houser, Assistant Director of Human Resources/Deputy Title IX Coordinator, 303-914-6224 or Deborah.houser@rrcc.edu

Reports to law enforcement can be made at the Red Rocks Campus Police Department behind the Welcome Desk at the Main Entrance or rrpd.dispatch@rrcc.edu at 303-914-6394.

If you would like a confidential resource, please contact **Deborah Houser, Assistant Director of Human Resources/Deputy Title IX Coordinator, 303-914-6224 or Deborah.houser@rrcc.edu**

Further information may be found on the College web site: <http://www.rrcc.edu/human-resources/sexual-misconduct>

ELIGIBILITY:

ADAAA (Americans with Disabilities Act Amendments Act of 2008) and Section 504 of the Rehabilitation Act of 1973: Red Rocks Community College is committed to access for students with disabilities. If you are a student with a disability and need assistance or are interested in requesting accommodations, please contact Accessibility Services. Faculty are not obligated to provide accommodations without proper notification by Accessibility Services and accommodations are not retroactive. Students may contact the Access staff by telephone or email to make an intake appointment at 303-914-6733 or access@rrcc.edu. Accessibility Services is located in Suite 1182 at the Lakewood campus. More information is available at www.rrcc.edu/accessibility-services.

Claro, RRCC's scholarly journal, publishes students' high-quality academic work. Publications look great on scholarship applications and resumes. If you do superior work on any certain assignment for this class, ask me if I would consider submitting it to *Claro*! *Claro* accepts any type of academic work, including research papers, charts/graphs, reports, reviews, websites, videos, etc. Go to www.rrcc.edu/claro to view online versions of the last two editions. (**Stina French, RRCC English faculty & *Claro* editor x6327**)

******NOTE: There is a \$50 fee for the ESCO Online Exam that is not included in the registration fee. A Voucher from the college will be provided for you to sign authorizing collection of the \$50 fee! ******