

Spring 2020 KCC/RMTC COVID-19 and Module Information

KCC / RMTC COVID-19 Update

- **Spring 2020 Semester:** KCC and the Regional Manufacturing Technology Center will be closed until further notice. The RMTC is offering some online learning options. More information on each program is provided below.
- **Information from KCC:** Updates about how KCC is responding to this evolving situation are available any time at www.kellogg.edu/coronavirus.
- **KCC Email:** Students should check their KCC email regularly for information about KCC's response to COVID-19. Directions about how to do this can be found at www.kellogg.edu/student/portal-support-pages.

RMTC and COVID-19 - Frequently Asked Questions

- **Online Learning Options:** RMTC faculty are working to make module content available in an online format as much as possible, but options will be limited. Information about online options is listed below by program. If a module is not listed, unfortunately it is not an online option.
- **Module Incomplete Grades:** If online content is not available or appropriate for a student, they will be offered incomplete grades for spring semester for any module in which they are currently enrolled but have not completed. At this time for summer semester, students should only be enrolling in all online modules, which should not require an incomplete grade except under special circumstances beyond the student's control. If an incomplete grade is requested for an online summer module, students will need to work with their faculty to submit an incomplete contract (*note: this contract requirement has been waived for the spring 2020 semester only*). For students who have an incomplete grade that expires this semester, an extension may be granted on a case-by-case basis once the College resumes normal operations.
- **Accessing Content from Past Incomplete Modules:** If a student previously received an incomplete grade on a module that is listed as currently available online and would like to continue to work on it, please contact your program faculty for access.
- **Dropping Modules:** Students can drop spring semester modules until May 3 and receive a full refund. If modules are dropped after that date, a grade of "W" will be issued and no refunds will be offered. If you are a student utilizing any financial aid, including veteran benefits, it is recommended that you contact financial aid prior to dropping so they can discuss any ramifications of dropping your modules on the aid you may have already received or that was awarded. More information about the College's refund policy can be found at www.kellogg.edu/refund-policy. For further assistance with dropping modules, visit www.kellogg.edu/registrar. The Financial Aid Department web page is online at www.kellogg.edu/financial-aid.
- **Getting Help:** Students can reach their faculty via email during the closure with questions related to modules. Contact information is also listed for each program at www.kellogg.edu/academics/departments/industrial-trades.
- **Company Programs:** These students will either be dropped or offered an incomplete grade for spring semester for any module in which they are currently enrolled but have

not completed, unless there is a completely online option. For summer, only online modules will be offered.

- **Dual Enrolled or Early College:** These students should work with their high school counselor to determine appropriate next steps once the RMTTC is able to offer face-to-face instruction again. For additional information, visit KCC's Admissions Department web page at www.kellogg.edu/admissions. For summer, only online modules will be offered.
- **Financial Aid:** If students have questions about how this closure will impact their financial aid, please visit www.kellogg.edu/financial-aid.

RMTTC Spring Semester Modules - Available Partially or Fully Online

Please note: the information below is referencing the Spring 2020 semester that ended May 4, 2020.

INDUSTRIAL ELECTRICITY The following units will be made available online for content and assessments only. Once the RMTTC reopens, students can complete the hands-on labs to receive credit for the module. We will still require a passing score of 90% on all online tests. If you need a test reset, we will be doing so in the morning and early evening each day. Students must email the instructor when beginning a module to receive the syllabi and related materials.

Online content is available for the following modules/units at www.learnamatrol.com: Unit INEL 20, Unit INEL 25, Unit INEL 30, Unit INEL 40, Unit INEL 50, Unit INEL 60, Unit INEL 65, Unit INEL 67, Unit INEL 70, Unit INEL 75

The following units are available for correspondence via email with the instructor - Unit INEL 35

To get a test reset or for questions contact Kevin Barnes, Instructor - barnesk@kellogg.edu.

MACHINING INMT curriculum is currently being updated into a hybrid format that allows students to access training material through Moodle, KCC's online learning management system (LMS). If you are interested and have access to a computer or tablet with internet access, some course content is now available. Follow these steps to access courses you are registered for:

1. Login to the Bruin Portal with your K ID and password.
2. Click on the Moodle tab to access the LMS
3. Click on one of the courses you are registered for.
4. Each module will have a Syllabus available. Click on the Syllabus link and read it carefully for guidance on how to complete the course work.
5. The Syllabus will list ToolingU modules that can be completed online. ToolingU is a training platform maintained by SME (the Society of Manufacturing Engineers).

Contact your Instructor, Jason Moore, at moorej@kellogg.edu with any questions.

INDUSTRIAL TECHNOLOGY Some modules will be made available online for content and assessments only. Once the RMTTC reopens, students can complete the hands-on labs to receive

credit for the module. We will still require a passing score of 90% on all online tests. If you need a test reset, we will be doing so in the morning and early evening each day. Online modules are available through MOODLE, which students can access by logging into the Bruin Portal at www.kellogg.edu. All modules will contain:

1. Course Syllabus which will have the link to the AMATROL On-Line Course Materials.
2. Lab Materials - Which will be completed once the college reopens.

The following modules are accessible online: INT 30 060, INT 30 070, INT 30 080, INT 30 100, INT 30 110, INT 30 130, INT 30 140, INT 30 210, INT 40 120

To get a test reset or for questions contact Tim Krueger, Instructor - kruegerti@kellogg.edu.

WELDING Students will have access to any modules that utilize Tooling U for content. Students can choose to continue work in these modules online, but will have to complete any hands-on lab assignments at the RMTC once the facility is open to students.

Some content for the following modules is available online by visiting [Tooling U](#): INWE 05 010, INWE 05 020, INWE 05 030, INWE 10 010, INWE 10 020, INWE 15 010, INWE 15 030, INWE 20 030, INWE 25 010, INWE 25 020, INWE 40 010, INWE 45 010, INWE 55 010.

For questions and support, contact the program's Instructor, Steve Casselman, at casselmans@kellogg.edu.

HVAC-R No online content is available. For general questions about this program, contact your Instructor, Andy Redlon, at redlona@kellogg.edu.

Pipefitting No online content is available. For general questions about this program, contact your Instructor, Andy Redlon, at redlona@kellogg.edu.