

# PROGRAM OBJECTIVES CHECKLIST: 2013-14

**Degree Program:** *Associate of Arts, Emphasis in Business*

**Name of Instructor:** *Master Copy (all faculty responses)*

*To the instructor: For each course that you taught last year or are teaching in the current year, place a check mark under every goal that you assess in a major exam or project. Leave the other cells blank.*

## PROGRAM LEARNING OBJECTIVES -

<b>Course:</b>	<b>Goal 1: <i>Exhibit the basic skills in general education which are essential to good preparation for more advanced studies.</i></b>	<b>Goal 2: <i>Demonstrate an understanding of, and the ability to use correctly, the English language in both its written and oral forms.</i></b>	<b>Goal 3: <i>Demonstrate a basic knowledge of the Bible – its history and contents – upon which he may base a more intense study of the Scriptures.</i></b>
BI-232	X (Parker)		X
BU-131	X (Dyess)		
EN-131	X (Coats)	X	X
EN-132	X (Coats)	X	X
EN-231 or 232	X (Coats)	X	X
HI-131	X (Coats)	X	X
HI-132	X (Coats)	X	X
MA-132	X (Clark)	X	
NT-131	X (Williams)	X	X
NT-231	X (Parker)		X
OT-131	X (Williams)	X	X
PY-131	X (Johnson)		
SC-241	X (Headrick)	X	X
SC-242	X (Headrick)	X	X
SO-131	X (Johnson)	X	
SP-231	X (Estes)	X	

## BUSINESS EMPHASIS OBJECTIVES -

<b>Course:</b>	<b>Goal 1: <i>Display a thorough knowledge of basic office and business procedures.</i></b>	<b>Goal 2: <i>Analyze prescribed work and seek practical solutions.</i></b>	<b>Goal 3: <i>Organize work and complete assigned jobs.</i></b>	<b>Goal 4: <i>Develop accounting skills and understand good business administration practices.</i></b>	<b>Goal 5: <i>Develop a mature, professional attitude in working with others.</i></b>
BU-132	X (Hinton)	X	X	X	X
BU-231	X (Burns)	X	X	X	X
BU-232	X (Burns)	X	X	X	X
BU-233	X (Hinton)	X	X	X	X
BU-234		X (Burns)	X		X