

PROGRAM OBJECTIVES CHECKLIST – MASTER COPY

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

Name of Instructor: 2015-2016

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 -

Course:	Goal 1: <i>Exhibit the basic skills in general education which are essential to good preparation for more advanced studies.</i>	Goal 2: <i>Demonstrate an understanding of, and the ability to use correctly, the English language in both its written and oral forms.</i>	Goal 3: <i>Demonstrate a basic knowledge of the Bible – its history, geography and contents – upon which he may base a more intense study of the Scriptures.</i>
BI-232	XParker	XParker	XParker
BU-131	XDyess		
EN-131	XDavis	XDavis	XDavis
EN-132	XDavis	XDavis	XDavis
EN-231 or 232	XCoats	XCoats	XCoats
HI-131	XCoats	XCoats	XCoats
HI-132	XCoats	XCoats	
MA-132	XClark	XClark	
NT-131		XPitts	XPitts
NT-231	XParker		XParker
OT-131		XPitts	XPitts
PY-131	XHendricks		
SC-241	XHeadrick	XHeadrick	XHeadrick
SC-242	XHeadrick	XHeadrick	XHeadrick
SO-131	XHendricks	XHendricks	
SP-231	XEstes	XEstes	

BUSINESS EMPHASIS OBJECTIVES -

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

