

# PROGRAM OBJECTIVES CHECKLIST: 2011-12

**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 (J. Harris)
BU-131	X (Dyess)		
EN-131	X (S. Harris)	X (S. Harris)	X (S. Harris)
EN-132	X (S. Harris)	X (S. Harris)	X (S. Harris)
EN-231 or 232	X (S. Harris)	X (S. Harris)	X (S. Harris)
HI-131	X (Hillman)	X (Hillman)	X (Hillman)
HI-132	X (Hillman)	X (Hillman)	X (Hillman)
MA-132	X (Walters)	X (Walters)	
NT-131	X (Hillman)	X (Hillman)	X (Hillman)
NT-231	X (Hillman)		
OT-131			X (J. Harris)
PY-131	X (S. Harris)	X (S. Harris)	X (S. Harris)
SC-241	X (M. Pearce)	X (M. Pearce)	X (M. Pearce)
SC-242	X (M. Pearce)	X (M. Pearce)	X (M. Pearce)
SO-131	X (S. Harris)	X (S. Harris)	X (S. Harris)
SP-231	Did not receive from Wilson-----	-----	-----

## 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 (S. Harris)	X (S. Harris)	X (S. Harris)	X (S. Harris)	X (S. Harris)
BU-231	X (Burns)	X (Burns)	X (Burns)	X (Burns)	X (Burns)
BU-232	X (Burns)	X (Burns)	X (Burns)	X (Burns)	X (Burns)
BU-233		X (Burns)	X (Burns)		X (Burns)
BU-234	X (Kitchens)	X (Kitchens)	X (Kitchens)		X (Kitchens)