Program Learning Outcomes

Associate of Science Degree
Associate of Science (A.S.)

Program Title: Accounting Technology

Major Code: 2100

CIP: 1552030200

FLDOE: http://www.fldoe.org/workforce/dwdframe/be_cluster_frame13.asp

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:
01.0 Prepare and use financial information about business organizations to support decision making.
02.0 Manage business information using appropriate software.
03.0 Demonstrate effective business communication skills.
04.0 Evaluate business and financial information to support internal decision making.
05.0 Participate in work-based learning experiences.
06.0 Prepare governmental tax forms, including income, payroll, and sales taxes.
07.0 Consider the implications of professional values, ethics, and attitudes in business.
08.0 Prepare or develop strategic or organizational skills.
09.0 Prepare individual tax forms.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Accounting Technology Online

Major Code: 2100E

CIP: 1552030200


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

01.0 Prepare and use financial information about business organizations to support decision making.

02.0 Manage business information using appropriate software.

03.0 Demonstrate effective business communication skills.

04.0 Evaluate business and financial information to support internal decision making.

05.0 Participate in work-based learning experiences.

06.0 Prepare governmental tax forms, including income, payroll, and sales taxes.

07.0 Consider the implications of professional values, ethics, and attitudes in business.

08.0 Prepare or develop strategic or organizational skills.

09.0 Prepare individual tax forms.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

**Assessment of Student Learning**

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Nuclear Medicine

Major Code: 2102

CIP: 1351090502


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Recognize and locate anatomical structures, normal and abnormal variants, and pathological conditions demonstrated in planar and multi-planar imaging.
2. Assess and interpret a patient’s vital signs and provide patient care during nuclear medicine examinations.
3. Demonstrate proper operation and understanding of the fundamentals behind nuclear medicine imaging equipment and accessories.
4. Apply the principles of radiation protection for patients, others and oneself.
5. Recognize pharmaceuticals, radiopharmaceutical, and contrast media commonly used in nuclear medicine and PET/CT procedures.
6. Practice proper universal precautions through infection control, aseptic and sterile techniques.
7. Recognize and respond to emergency situations.
8. Perform quality assurance and control to procedures, nuclear medicine and PET/CT equipment.
9. Perform proper phlebotomy technique.
10. Demonstrate how to prepare and utilize radiopharmaceutical kits.
11. Recognize federal and state rules and regulations that apply to the nuclear medicine field.
12. Properly perform all planar, SPECT and certain PET imaging procedures.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Hospital-Based Nuclear Medicine

Major Code: 21021

CIP: 1351090502


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Recognize and locate anatomical structures, normal and abnormal variants, and pathological conditions demonstrated in planar and multi-planar imaging.
2. Assess and interpret a patient’s vital signs and provide patient care during nuclear medicine examinations.
3. Demonstrate proper operation and understanding of the fundamentals behind nuclear medicine imaging equipment and accessories.
4. Apply the principles of radiation protection for patients, others and oneself.
5. Recognize pharmaceuticals, radiopharmaceutical, and contrast media commonly used in nuclear medicine and PET/CT procedures.
6. Practice proper universal precautions through infection control, aseptic and sterile techniques.
7. Recognize and respond to emergency situations.
8. Perform quality assurance and control to procedures, nuclear medicine and PET/CT equipment.
9. Perform proper phlebotomy technique.
10. Demonstrate how to prepare and utilize radiopharmaceutical kits.
11. Recognize federal and state rules and regulations that apply to the nuclear medicine field.
12. Properly perform all planar, SPECT and certain PET imaging procedures.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Aviation Operations

Major Code: 2105

CIP: 1649010400


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate understanding of safe and efficient work practices.
2. Demonstrate understanding of federal and state security procedures.
3. Demonstrate appropriate math skills.
4. Demonstrate understanding of Federal Aviation Administration, state and other governmental laws, rules and policies.
5. Demonstrate understanding of business law and management pertaining to aeronautics.
6. Demonstrate understanding of personnel management.
7. Demonstrate understanding of aviation safety and accident prevention and investigation.
8. Demonstrate appropriate communication skills.
9. Prepare, analyze and evaluate technical reports and data.
10. Maintain personnel records and budgets.
11. Evaluate facility maintenance problems and prescribe corrective action.
12. Demonstrate appropriate understanding of basic science.
13. Demonstrate employability skills.
14. Demonstrate an understanding of entrepreneurship.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title:  Airport Operations Management Online

Major Code:  21051

CIP:   1649010400


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate understanding of safe and efficient work practices.
2. Demonstrate understanding of federal and state security procedures.
3. Demonstrate appropriate math skills.
4. Demonstrate understanding of Federal Aviation Administration, state and other governmental laws, rules and policies.
5. Demonstrate understanding of business law and management pertaining to aeronautics.
6. Demonstrate understanding of personnel management.
7. Demonstrate understanding of aviation safety and accident prevention and investigation.
8. Demonstrate appropriate communication skills.
9. Prepare, analyze and evaluate technical reports and data.
10. Maintain personnel records and budgets.
11. Evaluate facility maintenance problems and prescribe corrective action.
12. Demonstrate appropriate understanding of basic science.
13. Demonstrate employability skills.
14. Demonstrate an understanding of entrepreneurship.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Professional Pilot Technology

Major Code: 2107

CIP: 1649010200


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate an understanding of safe and effective work practices.
2. Demonstrate an understanding of fundamentals of flight.
3. Understand and explain pertinent Federal Aviation Administration Regulations.
4. Demonstrate understanding of meteorology.
5. Demonstrate knowledge of aircraft communications equipment.
6. Demonstrate knowledge and an understanding of aircraft propulsion, and associated systems.
7. Demonstrate an understanding of navigation systems and procedures.
8. Demonstrate flight planning skills.
9. Demonstrate effective communication skills.
10. Demonstrate analytical skills.
11. Demonstrate understanding of applied sciences.
12. Demonstrate employability skills.
13. Demonstrate aircraft operations.
14. Demonstrate an understanding of the fundamentals of flight instruction

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Civil Engineering Technology

Major Code: 2109

CIP: 1715020101


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Solve general, technical, and engineering type problems.
2. Use the computer as an aid to drafting.
3. Use instruments to construct engineering, mechanical, and geometrical type drawings.
4. Sketch, letter, and generate line-work to describe various objects.
5. Read and produce drawings (orthographic) involving orthographic projection, sections, pictorial, and auxiliary views.
6. Solve problems involving plane trigonometry using a standard scientific calculator.
7. Solve typical engineering strength of materials problems using a standard scientific calculator.
8. Recognize the use of the various materials in the construction industry.
9. Utilize standard surveying equipment to make measurements and calculations to run a traverse, establish levels, keep notes, and produce required drawings.
10. Recognize the use of the various materials of selected industries.
11. Produce drawings using computer aided drafting (CAD) software.
13. Analyze physical and mechanical properties of soil and concrete.
14. Solve basic hydraulic problems using the theory of incompressible fluids.
15. Solve problems using theories learned in engineering mechanics.
16. Establish grades, locate property lines, and utilities; and produce plots and calculate cut and fill by average-end-area.
17. Demonstrate employability skills.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
**Associate of Science (A.S.)**

Program Title: Criminal Justice Technology

Major Code: 21101

CIP: 1743010300


**Core Skills and Program Learning Outcomes:**

Upon successful completion of this program, students will be able to:

1. Describe and discuss the criminal justice system.
2. Describe and discuss the principles of criminology.
3. Identify criminal investigation procedure.
4. Describe and discuss juvenile delinquency.
5. Summarize law enforcement administration.
6. Demonstrate law enforcement operations procedures.
7. Describe and discuss the field of corrections.
8. Describe and discuss the field of criminal law.
10. Demonstrate employability skills.
11. Identify issues relating to human diversity in the criminal justice system.

Some related learning outcomes include, but are not limited to, the ability to:

1. Define the primary components of criminal justice and their primary responsibility
2. Explain investigative techniques used in solving crimes
3. Discuss the history and evolution of corrections
4. Discuss legal defenses in criminal law

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

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**Assessment of Student Learning**

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Crime Scene

Major Code: 21102

CIP: 1743010300


Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:
1. Describe and discuss the criminal justice system.
2. Describe and discuss the principles of criminology.
3. Identify criminal investigation procedure.
4. Describe and discuss juvenile delinquency.
5. Summarize law enforcement administration.
6. Demonstrate law enforcement operations procedures.
7. Describe and discuss the field of corrections.
8. Describe and discuss the field of criminal law.
10. Demonstrate employability skills.
11. Identify issues relating to human diversity in the criminal justice system.

Some related learning outcomes include, but are not limited to, the ability to:
1. Define the primary components of criminal justice and their primary responsibility
2. Explain investigative techniques used in solving crimes
3. Discuss the history and evolution of corrections
4. Discuss legal defenses in criminal law

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Polygraph

Major Code: 21104

CIP: 1743010300


Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

1. Describe and discuss the criminal justice system.
2. Describe and discuss the principles of criminology.
3. Identify criminal investigation procedure.
4. Describe and discuss juvenile delinquency.
5. Summarize law enforcement administration.
6. Demonstrate law enforcement operations procedures.
7. Describe and discuss the field of corrections.
8. Describe and discuss the field of criminal law.
10. Demonstrate employability skills.
11. Identify issues relating to human diversity in the criminal justice system.

Some related learning outcomes include, but are not limited to, the ability to:

1. Define the primary components of criminal justice and their primary responsibility
2. Explain investigative techniques used in solving crimes
3. Discuss the history and evolution of corrections
4. Discuss legal defenses in criminal law

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Fire Science Technology

Major Code: 2118

CIP: 1743020100


Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

Core Courses:

01.0 Explore the theories and fundamentals of how and why fires start, spread, and how they are controlled.
02.0 Demonstrate an understanding of the components of building construction that relate to fire and life safety.
03.0 Understand the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education.
04.0 Understand the principles of the use of water in fire protection and how to apply hydraulic principles to analyze and to solve water supply problems.
05.0 Describe the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, and water supply for fire protection and portable fire extinguishers.
06.0 Discuss fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/service; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics, introduction to fire protection systems; and introduction to fire strategy and tactics.

Non-Core Courses:

07.0 Examine the organization and management of a fire department and the relationship of government agencies to the fire service.
08.0 Define risk evaluation and control procedures for fire stations, training sites, emergency vehicles, and emergency situations involving fire, EMS, hazardous materials, and technical rescue.
09.0 Discuss the federal, state, and local laws that regulate emergency services, national standards influencing emergency services, standard of care, tort, liability, and a review of court cases.
10.0 Analyze the principles of fire control through utilization of personnel, equipment, and extinguishing agents on the fire ground.
11.0 Identify the fundamentals and technical knowledge needed for proper fire scene interpretations, including recognizing and conducting origin and cause, preservation of evidence and documentation, scene security, motives of the fire setter, and types of fire causes.

12.0 Demonstrate advanced technical knowledge on rule of law, fire scene analysis, fire behavior, evidence collection and preservation, scene documentation, case preparation and testifying.

13.0 Comprehend basic chemistry relating to the categories of hazardous materials including problems of recognition, reactivity, and health encountered by firefighters.

Some related learning outcomes include, but are not limited to, the ability to:

1. Categorize the components of fire.
2. Demonstrate an understanding of building construction as it relates to firefighter safety, building codes, fire prevention, code inspection and firefighting strategy and tactics.
3. Identify the laws, rules, codes, and other regulations relevant to fire protection of the authority having jurisdiction.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Business Administration
Major Code: 2119
CIP: 1552020102
FLDOE: http://www.fldoe.org/workforce/dwdframe/be_cluster_frame13.asp

Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

Professional Skills
01.0 Prepare and use financial information about business organizations to support decision making.
02.0 Manage business information using appropriate software.
03.0 Demonstrate effective business communication skills.
04.0 Describe the significance of legal and ethical issues in a business environment.
05.0 Develop human resources skills.
06.0 Demonstrate employability skills.
07.0 Prepare or develop strategic or organizational skills.
08.0 Identify, classify and demonstrate management activities.
09.0 Demonstrate a basic understanding of legal and ethical issues in a business environment.
10.0 Participate in a capstone project.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Business Administration Online

Major Code: 2119E

CIP: 1552020102

FLDOE: http://www.fldoe.org/workforce/dwdframe/be_cluster_frame13.asp

Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

Professional Skills
01.0 Prepare and use financial information about business organizations to support decision making.
02.0 Manage business information using appropriate software.
03.0 Demonstrate effective business communication skills.
04.0 Describe the significance of legal and ethical issues in a business environment.
05.0 Develop human resources skills.
06.0 Demonstrate employability skills.
07.0 Prepare or develop strategic or organizational skills.
08.0 Identify, classify and demonstrate management activities.
09.0 Demonstrate a basic understanding of legal and ethical issues in a business environment.
10.0 Participate in a capstone project.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Business Administration Int'L Partner

Major Code: 2119U

CIP: 1552020102

FLDOE: http://www.fldoe.org/workforce/dwdframe/be_cluster_frame13.asp

Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

**Professional Skills**
01.0 Prepare and use financial information about business organizations to support decision making.
02.0 Manage business information using appropriate software.
03.0 Demonstrate effective business communication skills.
04.0 Describe the significance of legal and ethical issues in a business environment.
05.0 Develop human resources skills.
06.0 Demonstrate employability skills.
07.0 Prepare or develop strategic or organizational skills.
08.0 Identify, classify and demonstrate management activities.
09.0 Demonstrate a basic understanding of legal and ethical issues in a business environment.
10.0 Participate in a capstone project.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions

**Assessment of Student Learning**
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Hospitality and Tourism Management  
Major Code: 2121  
CIP: 1252090100  

Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

01.0 Demonstrate employability skills.
02.0 Demonstrate customer service skills.
03.0 Apply human relations skills.
04.0 Demonstrate proficiency in communication skills.
05.0 Demonstrate proficiency in applying mathematics skills.
06.0 Identify economic principles.
07.0 Identify effective selling techniques and procedures.
08.0 Identify the organization and function of the hospitality industry.
09.0 Perform general hotel duties.
10.0 Manage the front office.
11.0 Develop and control basic sanitation program.
12.0 Demonstrate housekeeping operations and management functions.
13.0 Demonstrate leadership and supervisory skills.
14.0 Apply and maintain security and safety procedures.
15.0 Demonstrate hotel staffing operations.
16.0 Analyze laws that affect the hospitality industry.
17.0 Operate liability and risk identification program.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Hospitality and Tourism Management Int’L Partner
Major Code: 2121U
CIP: 1252090100

Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:
01.0 Demonstrate employability skills.
02.0 Demonstrate customer service skills.
03.0 Apply human relations skills.
04.0 Demonstrate proficiency in communication skills.
05.0 Demonstrate proficiency in applying mathematics skills.
06.0 Identify economic principles.
07.0 Identify effective selling techniques and procedures.
08.0 Identify the organization and function of the hospitality industry.
09.0 Perform general hotel duties.
10.0 Manage the front office.
11.0 Develop and control basic sanitation program.
12.0 Demonstrate housekeeping operations and management functions.
13.0 Demonstrate leadership and supervisory skills.
14.0 Apply and maintain security and safety procedures.
15.0 Demonstrate hotel staffing operations.
16.0 Analyze laws that affect the hospitality industry.
17.0 Operate liability and risk identification program.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Marketing Management

Major Code: 2126

CIP: 1252140100


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

01.0 Demonstrate the human relations skills necessary for success in marketing occupations.
02.0 Demonstrate the ability to communicate skillfully.
03.0 Utilize effective selling techniques and procedures to the marketing of products and services.
04.0 Plan sales promotion techniques and procedures to the marketing of products and services.
05.0 Demonstrate knowledge of merchandising activities.
06.0 Perform merchandising math operations unique to products and services marketing.
07.0 Demonstrate knowledge of basic economic principles.
08.0 Understand the importance of marketing operations.
09.0 Demonstrate knowledge and application of product and service technology.
10.0 Demonstrate employability skills.
11.0 Understand the role of the manager and the entrepreneur.
12.0 Develop a business plan.
13.0 Obtain technical assistance.
14.0 Plan the marketing strategy.

Some related learning outcomes include, but are not limited to, the ability to:

Explain the difference between personal and non-personal selling.
Calculate markup as a percentage of cost.
Describe the channels of distribution.

In addition, students will demonstrate mastery of the four college-level core competencies of (1) reading with critical competency; (2) writing clearly and coherently; (3) demonstrating literacy as appropriate within the discipline; and (4) demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions, through the General Education courses included in the program.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Nursing
Major Code: 2127
CIP: 1351380100


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Advocate for patients and families in ways that promote their self-determination, integrity, and ongoing growth as human beings.
2. Make judgments in practice, substantiated with evidence, that integrate nursing science in the provision of safe, quality care and promote the health of patients within a family and community context.
3. Implement one’s role as a nurse in ways that reflect integrity, responsibility, ethical practices, and an evolving identity as a nurse committed to evidence-based practice, caring, advocacy, and safe, quality care for diverse patients within a family and community context.
4. Examine the evidence that underlies clinical nursing practice to challenge the status quo, question underlying assumptions, and offer new insights to improve the quality of care for patients, families, and communities.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
**Associate in Science Degree**

Program Title: LPN-RN Transition

Major Code: 21271

CIP: 1351380100


**Core Skills and Program Learning Outcomes:**

Upon successful completion of this program, students will be able to:

1. Advocate for patients and families in ways that promote their self-determination, integrity, and ongoing growth as human beings.
2. Make judgments in practice, substantiated with evidence, that integrate nursing science in the provision of safe, quality care and promote the health of patients within a family and community context.
3. Implement one’s role as a nurse in ways that reflect integrity, responsibility, ethical practices, and an evolving identity as a nurse committed to evidence-based practice, caring, advocacy, and safe, quality care for diverse patients within a family and community context.
4. Examine the evidence that underlies clinical nursing practice to challenge the status quo, question underlying assumptions, and offer new insights to improve the quality of care for patients, families, and communities.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

**Assessment of Student Learning**

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Radiography

Major Code: 2131

CIP: 1351090700

FLDOE: [Link to FLDOE website]

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Apply knowledge of anatomy, physiology, positioning and radiographic techniques to accurately demonstrate anatomical structures on image receptors.
2. Evaluate radiographic images for appropriate positioning and image quality.
3. Apply the principles of radiation protection for the patient, self and others.
4. Demonstrate proper operation of radiographic equipment and accessories.
5. Provide patient care and comfort during radiographic examinations.
6. Practice infection control during radiographic examinations.
7. Recognize and respond to emergency situations.
8. Perform quality assurance procedures.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Hospital Based Radiography

Major Code: 21311

CIP: 1351090700


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Apply knowledge of anatomy, physiology, positioning and radiographic techniques to accurately demonstrate anatomical structures on image receptors.
2. Evaluate radiographic images for appropriate positioning and image quality.
3. Apply the principles of radiation protection for the patient, self and others.
4. Demonstrate proper operation of radiographic equipment and accessories.
5. Provide patient care and comfort during radiographic examinations.
6. Practice infection control during radiographic examinations.
7. Recognize and respond to emergency situations.
8. Perform quality assurance procedures.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science

Program Title: Respiratory Care

Major Code: 2132

CIP: 1351090800


Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:
1. Provide care to neonatal, pediatric, adolescent, adult and geriatric patient populations in the hospital intensive care, emergency room and general care facilities.
2. Apply and maintain life support systems including oxygen, CPR and mechanical ventilator support devices to critically ill and long term ventilator and oxygen dependent patients
3. Provide airway care including the maintenance of a patent airway through intubation, tracheostomy care, clearance of airway obstructions and reversal of bronchial narrowing due to bronchospasm and inflammation of the airway.
4. Extubate patients when appropriate and provide appropriate airway care following extubation
5. Perform diagnostic evaluations including the performance and interpretation of pulmonary Function Studies.
6. Draw blood samples and analyzes and interprets the results of blood tests.
7. Monitor and evaluate exhaled gases.
8. Performs direct and indirect calorimetry, transcutaneous and oximeter measurements, evaluates cardiac monitors and indwelling catheters.
9. Assure the accuracy of monitoring systems by providing necessary calibrations, adjustments and quality control.
10. Assist with patient care decision making by communicating with physicians, nurses and other health care team members and by making appropriate decisions as needed in emergency situations.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:
1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Dental Hygiene

Major Code: 2145

CIP: 1351060200


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Sustain the professional, moral and ethical obligations associated with being a member of the dental health team.
2. Perform those duties approved for the dental hygienist by the State Board of Dentistry.
3. Keep abreast of new developments and changes in the field of dentistry through the American Dental Hygienist Association and professional dental literature.
4. Perform the clinical skills appropriately delegated to a dental hygienist.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Computer Systems Specialist

Major Code: 21491

CIP: 1511010305


Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

01.0 Demonstrate how to use current productivity software applications including word processing, spreadsheets, database, presentation software, email, and internet browser applications.
02.0 Install, configure, upgrade and troubleshoot computer hardware and associated peripheral devices and other system components.
03.0 Install, configure and troubleshoot system and device driver software and implement basic security measures.
04.0 Describe the origin, structure, and history of the Internet.
05.0 Design, develop and maintain websites using web authoring tools and related applications.
06.0 Install, configure, use, manage, and troubleshoot microcomputer operating systems.
07.0 Create and maintain database objects, store, retrieve and manipulate data stored in a relational database.
08.0 Demonstrate knowledge of networking technologies, networking hardware, and data communication concepts, protocols, and routing methods.
09.0 Install, configure, manage, deploy, monitor and troubleshoot Windows applications in a networked Windows environment.
10.0 Demonstrate knowledge of Project Management.
11.0 Perform customer service skills.

In addition, students will complete the competencies in one of the following specializations:

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</tr>
</tbody>
</table>

**Information Technology Support Specialization Standards**

12.0 Demonstrate proficiency in supporting Windows-based client and network computer systems.
13.0 Demonstrate proficiency in installing, configuring, deploying, and supporting desktop applications.
14.0 Demonstrate proficiency in supporting Windows users.
15.0 Perform help desk support activities.

**Information Technology Analysis Specialization Standards**

12.0 Perform computer information systems monitoring activities.
13.0 Perform computer information systems analysis activities.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

**Assessment of Student Learning**

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Tech Support Specialist Support Technician

Major Code: 21493

CIP: 1511010305


Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

01.0 Demonstrate how to use current productivity software applications including word processing, spreadsheets, database, presentation software, email, and internet browser applications.
02.0 Install, configure, upgrade and troubleshoot computer hardware and associated peripheral devices and other system components.
03.0 Install, configure and troubleshoot system and device driver software and implement basic security measures.
04.0 Describe the origin, structure, and history of the Internet.
05.0 Design, develop and maintain websites using web authoring tools and related applications.
06.0 Install, configure, use, manage, and troubleshoot microcomputer operating systems.
07.0 Create and maintain database objects, store, retrieve and manipulate data stored in a relational database.
08.0 Demonstrate knowledge of networking technologies, networking hardware, and data communication concepts, protocols, and routing methods.
09.0 Install, configure, manage, deploy, monitor and troubleshoot Windows applications in a networked Windows environment.
10.0 Demonstrate knowledge of Project Management.
11.0 Perform customer service skills.

In addition, students will complete the competencies in one of the following specializations:

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Information Technology Support Specialization Standards

12.0 Demonstrate proficiency in supporting Windows-based client and network computer systems.
13.0 Demonstrate proficiency in installing, configuring, deploying, and supporting desktop applications.
14.0 Demonstrate proficiency in supporting Windows users.
15.0 Perform help desk support activities.

**Information Technology Analysis Specialization Standards**

12.0 Perform computer information systems monitoring activities.
13.0 Perform computer information systems analysis activities.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

**Assessment of Student Learning**

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

01.0 Demonstrate proficiency in developing and operating a database.
02.0 Demonstrate proficiency in manipulating a database and creating tables and data structures.
03.0 Demonstrate proficiency in developing applications and using the procedure builder tool.
04.0 Demonstrate proficiency in creating SQL procedural language blocks of application code that can be shared by multiple forms, reports and data management applications.
05.0 Demonstrate proficiency in creating a complete Forms application using Developer/2000 while working in a graphical user interface (GUI) development environment.
06.0 Demonstrate proficiency in designing multiple forms applications.
07.0 Demonstrate proficiency in developing a variety of standard and custom reports using the reports component of Developer/2000 in a client/server environment.
08.0 Demonstrate proficiency in identifying the Server Physical and Logical architecture.
09.0 Demonstrate proficiency in implementing and planning backup and recovery for the Server.
10.0 Demonstrate proficiency in implementing a Net8 configuration on a workstation and server.
11.0 Demonstrate proficiency in tuning a Server.
12.0 Demonstrate proficiency in implementing Database Security.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Apply knowledge of general concepts of anatomy and physiology for the assessment and management of emergency patients by the paramedic during primarily pre-hospital patient contact.
2. Apply fundamental knowledge of principles of public health and epidemiology including public health emergencies, health promotion, and illness and injury prevention.
3. Safely and effectively perform all psychomotor skills within the U.S. DoT/NHTSA National EMS Scope of Practice Model and the State of Florida Scope of Practice Model.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Early Childhood Education

Major Code: 2166

CIP: 1413121003

FLDOE: [Link](http://www.fldoe.org/workforce/dwdframe/edu_cluster_frame13.asp)

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate knowledge of child growth and development.
4. Demonstrate an awareness of the importance of positive interactions with the family.
5. Demonstrate knowledge of state and local rules and regulations.
6. Demonstrate knowledge of child abuse and neglect.
7. Demonstrate knowledge of safety, health, and nutrition.
8. Demonstrate knowledge of the early childhood education profession
9. Demonstrate knowledge of community needs and resources.
10. Demonstrate knowledge of appropriate methods of guidance and classroom management.
11. Demonstrate various observations and recording methods.
12. Demonstrate knowledge of disabling conditions.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Legal Assisting

Major Code: 2172

CIP: 1722030200


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate knowledge of the ethical and professional standards of the paralegal.
2. Demonstrate ability to utilize the law library and apply knowledge to legal writing.
3. Demonstrate knowledge of tort law, constitutional law, and criminal law concepts and their application to factual situations.
4. Demonstrate knowledge of all phases of trial practice and procedure.
5. Demonstrate knowledge of real property law and its application to real property transactions.
6. Demonstrate knowledge of estate planning and probate administration concepts and their application to probate procedures.
7. Demonstrate knowledge of the fundamental principals of the law of business organizations.
8. Demonstrate knowledge of the fundamental principles of contract law including the Uniform Commercial Code.
9. Demonstrate knowledge of, and ability to perform, litigation techniques and procedures.
10. Demonstrate knowledge of management techniques and procedures.
11. Demonstrate knowledge of family law and procedure.
12. Demonstrate employability skills.
13. Demonstrate an understanding of entrepreneurship.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Diagnostic Medical Sonography

Major Code: 2176

CIP: 1351091000


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Perform patient assessments.
3. Provide a summary of findings to the physician to aid in patient diagnosis and management.
4. Use independent judgment and systematic problem solving methods to produce high quality diagnostic information and optimize patient care.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Health Information and Informatics Technology

Major Code: 2179

CIP: 1317050600


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Manage confidential patient information, either in a paper or an electronic format, for reimbursement, accreditation, research, and quality assurance purposes.
2. Calculate healthcare organization statistics and managerial finances to evaluate and maintain HIM department reporting requirements.
3. Categorize patient data into appropriate classifications, nomenclatures, and terminologies to facilitate communication of accurate, timely, complete, and valid information.
4. Analyze medical records to abstract, research, and identify disease processes, diagnostic treatment, medical procedures, and pharmaceuticals that are documented.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Environmental Science Technology

Major Code: 2182

CIP: 1703010401


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate knowledge of the principles of managing and remediation of water pollution.
2. Demonstrate knowledge of the principles of managing and remediation of air pollution.
3. Demonstrate awareness of environmental noise sources and their monitoring.
4. Operate and calibrate laboratory and field instruments used in quantitative and qualitative analysis of pollutants.
5. Sample, analyze and calculate data related to air and water pollutants.
6. Demonstrate an awareness of radiation monitoring and radioactive contamination control.
7. Demonstrate and awareness of solid waste, the problems engendered by solid waste accumulation and disposal and solutions to those problems.
8. Demonstrate employability skills.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Building Construction Technology

Major Code: 2184

CIP: 1615100101


Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

01.0 Communicate effectively.
02.0 Identify, select and supervise application of construction materials.
03.0 Draw, read and interpret drawings and specifications.
04.0 Interpret and apply codes, regulations, and contract documents.
05.0 Survey and investigate construction sites.
06.0 Select and maintain construction site tools and equipment.
07.0 Interpret basic designs and apply sound construction principles.
08.0 Take off quantities and estimate costs.
09.0 Plan, coordinate, schedule and control projects.
10.0 Perform tests and inspections.
11.0 Select, train and supervise personnel.
12.0 Demonstrate efficient office and administrative procedures.
13.0 Demonstrate appropriate math skills.
14.0 Demonstrate appropriate understanding of basic science.
15.0 Demonstrate employability skills.
16.0 Demonstrate an understanding of entrepreneurship.
17.0 Demonstrate the importance of health, safety and environmental management systems in organizations and their importance to organizational performance and regulatory compliance.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items and skills demonstration for required proficiency based testing. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Vision Care: Opticianry

Major Code: 21891

CIP: 1351180100


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Discuss prescription eyewear/vision aids and other patient/customer related information, verbal and written, with the prescriber.
2. Analyze and interpret prescriptions.
3. Communicate effectively with patient/customer.
4. Identify the human eye structure, function, and pathology.
5. Assist the patient/customer in selection of proper frames and lenses.
6. Determine patient/customer physiognomic (facial and eye) measurements.
7. Neutralize lenses and verify eyewear/vision aids prescriptions.
8. Adapt and fit corrective eyewear/vision aids.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Sports Fitness & Recreation Management

Major Code: 2191

CIP: 1731050700


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Teach individuals and groups to participate in a variety of sports.
2. Organize large group activities for a variety of sports.
3. Lead group activities in a social setting.
4. Recognize broad needs of special populations and adapt, modify, or design special activities for them.
5. Describe all aspects of outdoor recreation conservation, organized camping, outdoor education, and camp craft skills.
6. Demonstrate employability skills.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Graphic Design

Major Code: 2192

CIP: 1611080300


Core Skills and Program Learning Outcomes:
Upon successful completion of this program, students will be able to:

01.0 Demonstrate effective communication skills.
02.0 Demonstrate team skills.
03.0 Demonstrate safe and efficient work practices.
04.0 Perform raster and vector based illustration and graphic development.
05.0 Formulate concepts/theory.
06.0 Apply design theories.
07.0 Demonstrate drawing techniques.
08.0 Demonstrate creative use of typography.
09.0 Create exhibit/display designs.
10.0 Create advertising layouts.
11.0 Demonstrate production skills.
12.0 Interpret printing processes.
13.0 Demonstrate knowledge of current industry standards, practices, and techniques.
14.0 Interpret photographic procedures.
15.0 Apply marketing/advertising principles.
16.0 Apply color theories.
17.0 Demonstrate industry level presentation procedures.
18.0 Design television graphics/motion graphics.
19.0 Utilize computer hardware, software, networks and peripherals for the production of electronic content.
20.0 Create electronic content.
21.0 Demonstrate appropriate math skills.
22.0 Demonstrate appropriate understanding of basic science.
23.0 Demonstrate employability skills.
24.0 Demonstrate an understanding of entrepreneurship.
25.0 Demonstrate proper writing skills.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Industrial Management Technology

Major Code: 2194

CIP: 1652020501


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Apply supervision skills.
2. Communicate effectively in supervision.
3. Manage human behavior.
4. Motivate one's self.
5. Motivate others.
6. Apply strategies for effective management.
7. Employ creative thinking to achieve business objectives.
8. Apply basic decision-making skills in supervision.
9. Demonstrate appropriate communication skills.
10. Demonstrate appropriate math skills.
11. Demonstrate appropriate understanding of basic science.
12. Demonstrate employability skills.
13. Demonstrate an understanding of entrepreneurship.
14. Demonstrate knowledge of data-processing activities.
15. Identify, classify, and demonstrate management functions.
16. Develop human relations skills.
17. Apply basic quality control principles.
18. Demonstrate an understanding of technical or industrial competencies.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Computer Programming & Analysis

Major Code: 2195

CIP: 1511020100


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Perform data file activities.
2. Perform analysis activities.
3. Perform program design activities.
4. Perform coding activities.
5. Perform testing activities.
6. Perform user-training activities.
7. Perform implementation activities.
8. Perform user support activities.
9. Perform evaluation activities.
10. Demonstrate professional development skills.
11. Demonstrate employability skills.
12. Demonstrate general organizational computing workplace competencies.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Computer Programming & Analysis

Major Code: 2195U

CIP: 1511020100


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Perform data file activities.
2. Perform analysis activities.
3. Perform program design activities.
4. Perform coding activities.
5. Perform testing activities.
6. Perform user-training activities.
7. Perform implementation activities.
8. Perform user support activities.
9. Perform evaluation activities.
10. Demonstrate professional development skills.
11. Demonstrate employability skills.
12. Demonstrate general organizational computing workplace competencies.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title:  Internet Services Technology

Major Code:  2196

CIP:   1511080102


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate proficiency with Internet structure, organization, and navigation.
2. Demonstrate understanding of networked environments, hardware and software.
3. Perform server installation and configuration activities.
4. Understand, install and configure computer hardware
5. Understand, install and configure computer software
6. Perform enterprise architecture-related tasks.
7. Perform web design/development activities.
8. Perform programming and scripting activities.
9. Perform testing/troubleshooting activities.
10. Perform security activities.
11. Perform web site management activities
13. Perform quantitative analysis activities.
14. Demonstrate professional development skills.
15. Perform Documentation and Technical reference activities
16. Demonstrate employability skills.
17. Perform general organizational computing workplace competencies.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Marine Engineering Management

Major Code: 2198

CIP: 0647060500


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

01.0 Perform basic shop practices.
02.0 Describe operational theory of (2) two and (4) four cycle engines - Diesel and Gasoline.
03.0 Use service manuals and parts references.
04.0 Perform basic welding skills.
05.0 Remove and install engines.
06.0 Recondition and service engines.
07.0 Perform diagnosis service and repairs to all types of marine ignition systems.
08.0 Develop skills in electrical-electronic theory of operation and application.
09.0 Troubleshoot and repair fuel systems.
10.0 Service cooling systems.
11.0 Service exhaust systems.
12.0 Demonstrate shop management functions.
13.0 Identify special marine principles.
14.0 Repair inboard drive systems.
15.0 Rig boats.
16.0 Repair lower units.
17.0 Perform corrosion experiments and understand corrosion control.
18.0 Apply fiberglass construction and maintenance procedures.
19.0 Demonstrate appropriate communication skills.
20.0 Demonstrate appropriate math skills.
21.0 Demonstrate appropriate understanding of basic science.
22.0 Demonstrate and practice employability skills.
23.0 Demonstrate an understanding of entrepreneurship.

Some related learning outcomes include, but are not limited to, the ability to:

Graduates will be able to install and repair diesel and gasoline engines; troubleshoot diesel and gasoline engine malfunctions; perform engine maintenance; propeller selection; corrosion control; repair HVAC & MSD systems, install and repair electrical and electronic equipment, perform basic welding skills, and perform fiberglass hull repair.
In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
**Associate of Science (A.S.)**

Program Title: Emergency Management

Major Code: 2200

CIP: 0743030201


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

01.0 Demonstrate knowledge of emergency operations planning systems.
02.0 Demonstrate knowledge of emergency management operations.
03.0 Demonstrate knowledge of the administration role of the emergency manager.
04.0 Demonstrate knowledge of federal, state and local mitigation programs.
05.0 Demonstrate knowledge of long and short term recovery programs.
06.0 Demonstrate knowledge of the facilities and equipment used in comprehensive emergency management.
07.0 Demonstrate knowledge of professional development for advancement within the profession.

*Some related learning outcomes include, but are not limited* to, the ability to:

1. Describe the processes for development of an emergency operation plan.
2. Demonstrate knowledge of natural and man-made hazards.
3. Recognize and identify different concepts of emergency planning.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

**Assessment of Student Learning**

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Emergency Management Online

Major Code: 2200E

CIP: 0743030201


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:
01.0 Demonstrate knowledge of emergency operations planning systems.
02.0 Demonstrate knowledge of emergency management operations.
03.0 Demonstrate knowledge of the administration role of the emergency manager.
04.0 Demonstrate knowledge of federal, state and local mitigation programs.
05.0 Demonstrate knowledge of long and short term recovery programs.
06.0 Demonstrate knowledge of the facilities and equipment used in comprehensive emergency management.
07.0 Demonstrate knowledge of professional development for advancement within the profession.

Some related learning outcomes include, but are not limited to, the ability to:

1. Describe the processes for development of an emergency operation plan.
2. Demonstrate knowledge of natural and man-made hazards.
3. Recognize and identify different concepts of emergency planning

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate of Science (A.S.)

Program Title: Networking Services Technology

Major Code: 2201

CIP: 1511090103


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

01.0 Demonstrate understanding of networked environments.
02.0 Demonstrate understanding of data communications.
03.0 Understand, install and configure computer hardware.
04.0 Understand, install and configure computer software.
05.0 Understand, install and configure network hardware.
06.0 Understand, install and configure network software.
07.0 Perform internetworking activities.
08.0 Perform network administration and management activities.
09.0 Perform troubleshooting and maintenance activities.
10.0 Perform documentation and technical reference activities.
11.0 Perform user-training activities.
12.0 Demonstrate professional development skills.
13.0 Demonstrate employability skills.
14.0 Perform general organizational computing workplace competencies.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
**Associate of Science (A.S.)**

Program Title: Culinary Arts Management  
Major Code: 2203  
CIP: 1612050400  

Core Skills and Program Learning Outcomes:
After successfully completing this program, the student will be able to perform the following:

01.0 Demonstrate proficiency in employability skills.
02.0 Demonstrate proficiency in applying communication and human relations skills.
03.0 Demonstrate the application of mathematics commonly used in the culinary industry.
04.0 Identify economic and marketing principles.
05.0 Identify marketing and business fundamentals.
06.0 Identify organization and functions of the culinary industry.
07.0 Develop and implement sales and marketing strategies.
08.0 Maintain an accounting and information system.
09.0 Demonstrate equipment operation and maintenance skills.
10.0 Analyze laws that affect the culinary industry.
11.0 Operate liability and risk identification program.
12.0 Demonstrate skills in food service and beverage sanitation and safety.
13.0 Plan and maintain purchasing and receiving procedures.
14.0 Demonstrate skills in food service and beverage management services.
15.0 Describe all aspects of entrepreneurship.
16.0 Solve problems and make informed decisions.
17.0 Recognize, identify and demonstrate usage of foods.
18.0 Demonstrate skill in preparing foods for cooking.
19.0 Demonstrate methods of cooking.
20.0 Perform various types of food services.
21.0 Apply principles of nutrition to food preparation.
22.0 Demonstrate skill using computers and software used in marketing.
23.0 Identify the roles of management and supervisory personnel.
24.0 Conduct emergency procedures.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

**Assessment of Student Learning**

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science degree with Vocational Certificates

Program Title: Aviation Maintenance Management

Major Code: 2204

CIP: 1649010401


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Perform basic electricity skills.
2. Perform basic aircraft drawing skills.
3. Demonstrate aircraft weight and balance skills.
4. Maintain aircraft fluid lines and fittings.
5. Perform aircraft materials and process skills.
6. Perform ground operations and servicing duties.
7. Perform cleaning and corrosion control operations.
8. Demonstrate mathematics skills.
9. Maintain forms and records.
10. Apply basic physics to airframe and powerplant systems.
11. Demonstrate the use of maintenance publications.
12. Interpret mechanic privileges.
13. Perform basic reciprocating engine skills.
14. Perform basic turbine engine skills.
15. Perform engine inspection.
16. Maintain engine instrument systems.
17. Maintain engine fire protection systems.
18. Maintain engine electrical systems.
19. Maintain lubrication systems.
20. Maintain ignition systems.
22. Maintain engine fuel systems.
23. Maintain injection systems.
24. Maintain engine cooling systems.
25. Maintain engine exhaust systems.
27. Maintain wood structures.
29. Apply aircraft finishes.
30. Repair sheetmetal structures.
32. Perform airframe assembly and rigging.
33. Perform airframe inspection.
34. Maintain aircraft landing gear systems.
35. Maintain hydraulic and pneumatic power systems.
36. Maintain cabin atmosphere control systems.
37. Maintain aircraft instrument systems.
38. Maintain communication and navigation systems.
39. Inspect and repair aircraft fuel systems.
40. Inspect or repair aircraft electrical systems.
41. Inspect and repair position and warning systems.
42. Maintain ice and rain control systems.
43. Inspect and repair aircraft fire protection systems.
44. Demonstrate knowledge of FAA aircraft mechanic licensing requirements.
45. Demonstrate the human relations skills necessary for success in supervision.
46. Demonstrate knowledge of skills and attitudes the supervisor needs for effective performance.
47. Demonstrate a practical approach to job management.
48. Demonstrate appropriate communication skills.
49. Demonstrate appropriate math skills.
50. Demonstrate an understanding of entrepreneurship.

Some related learning outcomes include, but are not limited to, the ability to:
1. Successfully pass the Federal Aviation Administration (FAA) license examinations for Airframe and Powerplant ratings.
2. Understand and demonstrate the following elements of the Aviation industry: planning, management, finance, technical and product skills, underlying principles of technology, labor issues, community issues and health, safety, and environmental issues.

In addition, students will demonstrate mastery of the four college-level core competencies of (1) reading with critical competency; (2) writing clearly and coherently; (3) demonstrating literacy as appropriate within the discipline; and (4) demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions, through the General Education courses included in the program.

**Assessment of Student Learning**
Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Global Trade & Logistics

Major Code: 2205

CIP: 1652020900


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate an understanding of professional development and networking.
2. Demonstrate an understanding of professional effectiveness.
3. Demonstrate an understanding of logistics, and supply chain management basics.
4. Demonstrate an understanding of transportation systems.
5. Demonstrate an understanding of warehousing and materials handling.
6. Demonstrate an understanding of packaging.
7. Demonstrate an understanding of inventory and supply planning.
8. Demonstrate an understanding of supply chain management.
9. Demonstrate an understanding of reverse logistics.
10. Demonstrate an understanding of purchasing/contracting.
11. Demonstrate an understanding of production.
12. Demonstrate an understanding of product management.
13. Demonstrate an understanding of pricing.
14. Demonstrate an understanding of customer relationship management.
15. Demonstrate an appropriate finance skills.
16. Demonstrate an understanding of management practices.
17. Demonstrate an understanding of risk management.
18. Demonstrate an understanding of project and quality management.
19. Demonstrate an understanding of business law, ethics and legal issues.
20. Demonstrate an understanding of economics.
21. Demonstrate an understanding of marketing information management.
22. Demonstrate an understanding of market research.
23. Demonstrate an understanding of writing documentation.
24. Demonstrate an understanding of information technology applications.
25. Demonstrate an understanding of knowledge-management.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

**Assessment of Student Learning**

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title:  Music Technology

Major Code:  2206

CIP:   1650091300


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate knowledge of basic musical skills.
2. Demonstrate competence in basic keyboard skills.
3. Demonstrate knowledge of music history.
4. Demonstrate application of control protocols and their relationship to equipment used in the music industry.
5. Demonstrate set-up and configuration of a computer for audio applications.
6. Understand the operation of basic reproduction, reinforcement and recording audio equipment.
7. Demonstrate understanding of requirements for set up and operation of a sound reinforcement system.
8. Perform transactions with music industry suppliers.
9. Demonstrate management skills.
10. Demonstrate knowledge of the legal issues of copyright and contracts.
11. Demonstrate employability skills.
12. Demonstrate an understanding of entrepreneurship.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Engineering Technology

Major Code: 2207

CIP: 1615000001


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

01.0 Demonstrate an understanding of industrial processes and material properties.
02.0 Generate and interpret computer-aided drawings.
03.0 Demonstrate a fundamental understanding of electronics and electricity.
04.0 Demonstrate an understanding of industrial safety, health, and environmental requirements.
05.0 Demonstrate proficiently in the use of quality assurance methods and quality control concepts.
06.0 Demonstrate proficiency in using tools, instruments and testing devices.
07.0 Demonstrate basic troubleshooting skills.
08.0 Demonstrate appropriate communication skills.
09.0 Demonstrate appropriate math skills.
10.0 Demonstrate an understanding of modern business practices and strategies.
11.0 Demonstrate employability skills.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title:  Database Technology

Major Code:  2209

CIP:   1511010306


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate proficiency in developing and operating a database.
2. Demonstrate proficiency in manipulating a database and creating tables and data structures.
3. Demonstrate proficiency in developing applications and using the procedure builder tool.
4. Demonstrate proficiency in creating SQL procedural language blocks of application code that can be shared by multiple forms, reports and data management applications.
5. Demonstrate proficiency in creating a complete Forms application using Developer/2000 while working in a graphical user interface (GUI) development environment.
6. Demonstrate proficiency in designing multiple forms applications.
7. Demonstrate proficiency in developing a variety of standard and custom reports using the reports component of Developer/2000 in a client/server environment.
8. Demonstrate proficiency in identifying the Server Physical and Logical architecture.
9. Demonstrate proficiency in implementing and planning backup and recovery for the Server.
10. Demonstrate proficiency in implementing a Net8 configuration on a workstation and server.
11. Demonstrate proficiency in tuning a Server.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Legal Office Specialization

Major Code: 22111

CIP: 1552020400

FLDOE: http://www.fldoe.org/workforce/dwdframe/be_cluster_frame13.asp

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate effective business communication skills.
2. Prepare and use financial information.
3. Manage business information using appropriate software.
4. Perform records management activities.
5. Perform accounting activities.
6. Demonstrate employability and workplace skills.
7. Perform information processing activities.
8. Develop leadership skills.
9. Develop strategic organizational skills.
10. Perform office management activities.
11. Participate in work-based learning experiences.

In addition to the above core outcomes, students will complete the outcomes in one of the following specializations:

Legal Office Specialization

1. Perform machine dictation/transcription activities.
2. Perform legal office management activities.
3. Perform legal office activities.
4. Demonstrate knowledge of U.S. and Florida court systems.
5. Perform records management activities.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Medical Office Specialization

Major Code: 22112

CIP: 1552020400


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate effective business communication skills.
2. Prepare and use financial information.
3. Manage business information using appropriate software.
4. Perform records management activities.
5. Perform accounting activities.
6. Demonstrate employability and workplace skills.
7. Perform information processing activities.
8. Develop leadership skills.
9. Develop strategic organizational skills.
10. Perform office management activities.
11. Participate in work-based learning experiences.

In addition to the above core outcomes, students will complete the outcomes in one of the following specializations:

Medical Office Specialization

1. Perform medical office activities.
2. Perform medical office management activities.
3. Perform records management activities.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Office Management Specialization
Major Code: 22113
CIP: 1552020400
FLDOE: [Link]

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate effective business communication skills.
2. Prepare and use financial information.
3. Manage business information using appropriate software.
4. Perform records management activities.
5. Perform accounting activities.
6. Demonstrate employability and workplace skills.
7. Perform information processing activities.
8. Develop leadership skills.
9. Develop strategic organizational skills.
10. Perform office management activities.
11. Participate in work-based learning experiences.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Office Software Specialization

Major Code: 22114

CIP: 1552020400

FLDOE: [Link to FLDOE website]

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate effective business communication skills.
2. Prepare and use financial information.
3. Manage business information using appropriate software.
4. Perform records management activities.
5. Perform accounting activities.
6. Demonstrate employability and workplace skills.
7. Perform information processing activities.
8. Develop leadership skills.
9. Develop strategic organizational skills.
10. Perform office management activities.
11. Participate in work-based learning experiences.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Legal Office Specialization
Major Code: 2211E
CIP: 1552020400
FLDOE: [link]

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate effective business communication skills.
2. Prepare and use financial information.
3. Manage business information using appropriate software.
4. Perform records management activities.
5. Perform accounting activities.
6. Demonstrate employability and workplace skills.
7. Perform information processing activities.
8. Develop leadership skills.
9. Develop strategic organizational skills.
10. Perform office management activities.
11. Participate in work-based learning experiences.

In addition to the above core outcomes, students will complete the outcomes in one of the following specializations:

Legal Office Specialization

1. Perform machine dictation/transcription activities.
2. Perform legal office management activities.
3. Perform legal office activities.
4. Demonstrate knowledge of U.S. and Florida court systems.
5. Perform records management activities.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Medical Office Specialization

Major Code: 2212E

CIP: 1552020400

FLDOE: http://www.fldoe.org/workforce/dwdframe/be_cluster_frame13.asp

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate effective business communication skills.
2. Prepare and use financial information.
3. Manage business information using appropriate software.
4. Perform records management activities.
5. Perform accounting activities.
6. Demonstrate employability and workplace skills.
7. Perform information processing activities.
8. Develop leadership skills.
9. Develop strategic organizational skills.
10. Perform office management activities.
11. Participate in work-based learning experiences.

In addition to the above core outcomes, students will complete the outcomes in one of the following specializations:

Medical Office Specialization

1. Perform medical office activities.
2. Perform medical office management activities.
3. Perform records management activities.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Office Management Specialization

Major Code: 2213E

CIP: 1552020400

FLDOE: http://www.fldoe.org/workforce/dwdframe/be_cluster_frame13.asp

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate effective business communication skills.
2. Prepare and use financial information.
3. Manage business information using appropriate software.
4. Perform records management activities.
5. Perform accounting activities.
6. Demonstrate employability and workplace skills.
7. Perform information processing activities.
8. Develop leadership skills.
9. Develop strategic organizational skills.
10. Perform office management activities.
11. Participate in work-based learning experiences.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Office Software Specialization

Major Code: 2214E

CIP: 1552020400

FLDOE: http://www.fldoe.org/workforce/dwdframe/be_cluster_frame13.asp

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Demonstrate effective business communication skills.
2. Prepare and use financial information.
3. Manage business information using appropriate software.
4. Perform records management activities.
5. Perform accounting activities.
6. Demonstrate employability and workplace skills.
7. Perform information processing activities.
8. Develop leadership skills.
9. Develop strategic organizational skills.
10. Perform office management activities.
11. Participate in work-based learning experiences.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Associate in Science Degree

Program Title: Dental Assisting

Major Code: 2215

CIP: 0351060104


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Sustain the professional, moral and ethical obligations associated with being a member of the dental health team.
2. Perform all expanded duties approved for the dental assistant by the State Board of Dentistry.
3. Keep abreast of new developments and changes in the field of dentistry through the American Dental Assistants Association and professional dental literature.
4. Perform the clinical and office skills appropriately delegated to a dental assistant.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions.

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Program Learning Outcomes

Applied Technical Diploma
Applied Technology Diploma

Program Title: Emergency Medical Technician

Major Code: B003

CIP: 0351090403


Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Apply knowledge of general concepts of anatomy and physiology for the assessment and management of emergency patients by the paramedic during primarily pre-hospital patient contact.
2. Apply fundamental knowledge of principles of public health and epidemiology including public health emergencies, health promotion, and illness and injury prevention.
3. Safely and effectively perform all psychomotor skills within the U.S. DoT/NHTSA National EMS Scope of Practice Model and the State of Florida Scope of Practice Model.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.
Applied Technical Diploma

Program Title: Dental Assisting

Major Code: B007

CIP: 0351060108

FLDOE: http://www.fl DOE.org/workforce/dwdframe/heal_cluster_frame12.asp

Core Skills and Program Learning Outcomes:

Upon successful completion of this program, students will be able to:

1. Sustain the professional, moral and ethical obligations associated with being a member of the dental health team.
2. Perform all expanded duties approved for the dental assistant by the State Board of Dentistry.
3. Keep abreast of new developments and changes in the field of dentistry through the American Dental Assistants Association and professional dental literature.
4. Perform the clinical and office skills appropriately delegated to a dental assistant.

In addition, students will demonstrate mastery of the four college-level core competencies through the General Education courses included in the program. These are:

1. Reading with critical competency.
2. Writing clearly and coherently.
3. Demonstrating literacy as appropriate within the discipline.
4. Demonstrate the ability to apply problem-solving techniques or methods in a variety of settings to make informed decisions

Assessment of Student Learning

Student learning is assessed in a number of ways including the use of embedded test items, skills demonstration for required proficiency based testing and role play scenarios throughout the program. Students are assessed to demonstrate forward progress throughout the program.