



HLC Accreditation Evidence

Title: Course Competencies Currently Assessed - Updated 01.22.2016

Office of Origin: Vice President of Instruction - Outcomes Assessment

Course Competencies Currently Assessed (01222016)

| Prefix | Number | Course | Topic/Competency | Fundamental Outcome |
|---------------|---------------|---------------------------------------|---|----------------------------|
| ACCT | 1602 | General Accounting | Accumulate & record financial info. | 1 |
| ACCT | 1602 | General Accounting | Complete Financial Statements & duties | 1 |
| ACCT | 1611 | Microcomputer Accounting Applications | Key transactions for entry into a general journal | 1 |
| ACCT | 1611 | Microcomputer Accounting Applications | Print financial statements | 1 |
| ACCT | 1614 | Accounting I | Analyze the impact of transactions on accounts and financial statements. | 1 |
| ACCT | 1614 | Accounting I | Explain the meaning of generally accepted accounting principles, and define and apply several key | 1 |
| ACCT | 1616 | Accounting II | Compute and analyze the components of return on total assets. | 1 |
| ACCT | 1616 | Accounting II | Compute book value and explain its use in analysis. | 1 |
| ACCT | 1618 | Managerial Accounting | Detail the systems design of process costing I | 1 |
| ACCT | 1618 | Managerial Accounting | Detail the systems design of process costing II | 1 |
| ACCT | 1618 | Managerial Accounting | Identify and give examples of each of the three basic manufacturing cost categories | 1 |
| ACCT | 1618 | Managerial Accounting | Record the flow of materials, labor, and overhead through a process costing system. | 1 |
| ACCT | 1625 | Technical Accounting Capstone | Work ethics and employment retention | 2 |
| BSTC | 1036 | Computer Concepts and Applications | Create, modify, save, and output professional looking documents | 1 |
| BSTC | 1036 | Computer Concepts and Applications | Define spreadsheet concepts and terminology | 2 |
| BSTC | 1036 | Computer Concepts and Applications | Use spreadsheet application features | 1 |
| BSTC | 1643 | Human Resources Management | Define human resource management | 1 |
| BSTC | 1643 | Human Resources Management | Define training | 1 |
| BSTC | 1643 | Human Resources Management | Discuss all categories of benefits | 1 |
| BSTC | 1643 | Human Resources Management | Identify and explain supporting sides of | 1 |
| BSTC | 1643 | Human Resources Management | Identify EEO as a viable portion of the federal laws | 1 |
| BSTC | 1643 | Human Resources Management | Identify how labor markets can be approached | 1 |
| BSTC | 1685 | Spreadsheet Applications | Determine which chart type should be created and create and format a 3-D column or pie chart | 4 |
| BSTC | 1685 | Spreadsheet Applications | Enter the correct formula or function to use in a cell and be able to modify an existing function or formula | 1 |
| BSTC | 1685 | Spreadsheet Applications | Enter the correct formula or function to use in a cell and be able to modify an existing function or formula | 1 |
| BSTC | 1685 | Spreadsheet Applications | Enter the correct formula or function to use in a cell and be able to modify an existing function or formula | 1 |
| BSTC | 1685 | Spreadsheet Applications | Recognize order of operations used in formulas and be able to adjust formulas as necessary | 1 |
| BSTC | 1685 | Spreadsheet Applications | Use absolute and relative cell references | 1 |
| BUSI | 1600 | Intro to Business | For a sole proprietorship and partnership, unlimited liability is a legal concept that holds a business owner | 1 |
| BUSI | 1600 | Intro to Business | Today the terms business and e-business mean the same thing. | 4 |
| BUSI | 1600 | Intro to Business | Whistle-blowing is an attempt by business to stop employees from exposing their unethical business | 5 |
| BUSI | 1600 | Intro to Business | Working conditions in the early twentieth century were not much different from those that exist today, | 3 |
| BUSI | 1608 | Business Law I | Analyze components of sales contracts | 1 |
| BUSI | 1608 | Business Law I | Analyze elements of contract | 1 |
| BUSI | 1608 | Business Law I | Explain law creation, enforcement & interpretation | 2 |
| BUSI | 1609 | Business Statistics | Construct a Confidence Interval for a Proportion | 1 |
| BUSI | 1609 | Business Statistics | Construct a Confidence Interval for a Sample Mean | 1 |

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| BUSI | 1609 | Business Statistics | Determine Probabilities for a D.R.V. | 1 |
| BUSI | 1609 | Business Statistics | Determine Probabilities for Binomial Distributions | 1 |
| BUSI | 1609 | Business Statistics | Perform a Hypothesis Test of a Proportion | 2 |
| BUSI | 1609 | Business Statistics | Perform a Hypothesis Test of a Sample Mean | 2 |
| BUSI | 1702 | Supervisory Development | Compare tangible skills to soft skills, and identify tools you can use to learn about you and your | 2 |
| BUSI | 1702 | Supervisory Development | Describe technology's impact on productivity | 4 |
| BUSI | 1702 | Supervisory Development | Differentiate between ethics and the law | 2 |
| BUSI | 1702 | Supervisory Development | Discuss the characteristics of teams, identify strategies for leading effective teams, and discuss methods | 4 |
| BUSI | 1702 | Supervisory Development | List essential skills and knowledge needed for a supervisor to be successful | 1 |
| BUSI | 1702 | Supervisory Development | List qualities of an inspiring leader and describe what it means to develop your people | 1 |
| BUSI | 1702 | Supervisory Development | List the five functions of management and discuss the functions for which supervisors are most likely to be | 1 |
| BUSI | 1802 | Payroll Procedures | Compute the federal unemployment tax and the credit against this tax. | 1 |
| BUSI | 1802 | Payroll Procedures | Describe how wages re paid using cash, check, and electronic transfer of funds. | 4 |
| BUSI | 1802 | Payroll Procedures | Describe the procedures employed in a typical payroll accounting system. | 1 |
| BUSI | 1802 | Payroll Procedures | Identify the various laws that affect employers in their payroll operations. | 1 |
| BUSI | 1803 | Principles of Management | four types of changes | 2 |
| BUSI | 1803 | Principles of Management | manager's responsibility in terms of skills, functions, and roles | 1 |
| BUSI | 1803 | Principles of Management | set priorities & delegate high, medium, and low priority | 1 |
| BUSI | 1803 | Principles of Management | types of performance appraisal | 2 |
| BUSI | 1805 | Marketing | Define the difference between micro-marketing and macro-marketing | 1 |
| BUSI | 1805 | Marketing | Describe market segmentation and explain how to segment | 5 |
| BUSI | 1805 | Marketing | Explain the process by which consumers make buying decisions | 1 |
| BUSI | 1805 | Marketing | Outline how to advertise leagally | 2 |
| BUSI | 1807 | Customer Service | Define a mystery shopper | 1 |
| BUSI | 1807 | Customer Service | Define customer service | 1 |
| BUSI | 1807 | Customer Service | Distinguish among the three levels of listening | 1 |
| CHEM | 1806 | College Chemistry I | 3 | 1 |
| CHEM | 1806 | College Chemistry I | 7 | 1 |
| CHEM | 1806 | College Chemistry I | 14 | 1 |
| CHEM | 1806 | College Chemistry I | 16 | 2 |
| CHEM | 1806 | College Chemistry I | 18 | 1 |
| CHEM | 1806 | College Chemistry I | 21 | 1 |
| CHEM | 1806 | College Chemistry I | 26 | 2 |
| CHEM | 1806 | College Chemistry I | 24b | 2 |
| CHEM | 1806 | College Chemistry I | 24e | 1 |
| CHEM | 1808 | College Chemistry II | 1a I | 1 |
| CHEM | 1808 | College Chemistry II | 1a II | 2 |

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|--------|--------|-------------------------|--|---------------------|
| CHEM | 1808 | College Chemistry II | 2e | 1 |
| CHEM | 1808 | College Chemistry II | 2g | 1 |
| CHEM | 1808 | College Chemistry II | 4d | 1 |
| CHEM | 1808 | College Chemistry II | 5d | 1 |
| CHEM | 1808 | College Chemistry II | 5h I | 1 |
| CHEM | 1808 | College Chemistry II | 5h II | 1 |
| CHEM | 1808 | College Chemistry II | 6d | 1 |
| CHEM | 1808 | College Chemistry II | 6i | 1 |
| CHEM | 1808 | College Chemistry II | 7d | 1 |
| CHEM | 1808 | College Chemistry II | 7e | 1 |
| CHEM | 1814 | Organic Chemistry I | 1 I | 1 |
| CHEM | 1814 | Organic Chemistry I | 1 II | 1 |
| CHEM | 1814 | Organic Chemistry I | 2 | 1 |
| CHEM | 1814 | Organic Chemistry I | 3 I | 1 |
| CHEM | 1814 | Organic Chemistry I | 3 II | 1 |
| CHEM | 1814 | Organic Chemistry I | 3 III | 1 |
| CHEM | 1814 | Organic Chemistry I | 4 | 1 |
| CHEM | 1814 | Organic Chemistry I | 5 I | 1 |
| CHEM | 1814 | Organic Chemistry I | 5 II | 1 |
| CHEM | 1814 | Organic Chemistry I | 6 | 1 |
| CHEM | 1816 | Organic Chemistry II | 1 I | 1 |
| CHEM | 1816 | Organic Chemistry II | 1 II | 1 |
| CHEM | 1816 | Organic Chemistry II | 2 | 1 |
| CHEM | 1816 | Organic Chemistry II | 3 I | 1 |
| CHEM | 1816 | Organic Chemistry II | 3 II | 1 |
| CHEM | 1816 | Organic Chemistry II | 3 III | 1 |
| CHEM | 1816 | Organic Chemistry II | 4 | 1 |
| CHEM | 1816 | Organic Chemistry II | 5 I | 1 |
| CHEM | 1816 | Organic Chemistry II | 5 II | 1 |
| CHEM | 1816 | Organic Chemistry II | 6 | 1 |
| COMM | 1217 | Nonverbal Communication | Identify the roots of nonverbal behavior. | 3 |
| COMM | 1217 | Nonverbal Communication | Discuss the basic perspectives of nonverbal communication. | 1 |
| COMM | 1217 | Nonverbal Communication | Discuss the role of nonverbal behavior in communication. | 2 |
| COMM | 1217 | Nonverbal Communication | Discuss how nonverbal signals effect communication. | 2 |
| COMM | 1217 | Nonverbal Communication | Explain differences in the effects of physical characteristics on human communication. | 1 |
| COMM | 1217 | Nonverbal Communication | Identify effects of touch, eye contact, gestures, and vocal cues. | 1 |
| COMM | 1217 | Nonverbal Communication | Examine factors of effects on the environment. | 5 |

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|--------|--------|-------------------------------------|---|---------------------|
| COMM | 1217 | Nonverbal Communication | Discuss dynamics of nonverbal communication in social situation | 2 |
| ECON | 1615 | Personal Finance | Apply tax planning strategies. | 2 |
| ECON | 1615 | Personal Finance | Compare investment options, stocks, bonds, mutual funds, treasure notes, and other alternatives. | 1 |
| ECON | 1615 | Personal Finance | Compare life insurance options to determine best value. | 2 |
| ECON | 1615 | Personal Finance | Explain basic investment strategies. | 1 |
| ECON | 1615 | Personal Finance | Identify strategies for managing cash and liquid assets. | 2 |
| ECON | 1615 | Personal Finance | Identify strategies to maximize benefit & minimize shortfalls in major purchases. | 1 |
| ECON | 1615 | Personal Finance | Identify and use financial statements and budgeting tools | 6 |
| ECON | 1615 | Personal Finance | Explain the positive and negative aspects of borrowing | 6 |
| ECON | 1615 | Personal Finance | Identify the key components for personal financial health. | 1 |
| EMHS | 1100 | Intro to Terrorism | Discuss forms and strategies of counterterrorism | 2 |
| EMHS | 1100 | Intro to Terrorism | Discuss the various definitions of terrorism | 2 |
| EMHS | 1100 | Intro to Terrorism | Identify and describe terrorist tactics | 2 |
| EMHS | 1100 | Intro to Terrorism | List and define terrorist ideologies | 2 |
| EMHS | 1900 | Emergency Planning | Answer the question, "Why plan?" | 2 |
| EMHS | 1905 | Developing Volunteer Resources | Develop an interview record form that includes interview questions | 2 |
| EMHS | 1905 | Developing Volunteer Resources | Discuss the differences between an Emergency Management Volunteer Program and a Volunteer Agency | 2 |
| EMHS | 1905 | Developing Volunteer Resources | Discuss the potential benefits and challenges of spontaneous volunteers | 2 |
| EMHS | 1905 | Developing Volunteer Resources | Discuss the steps to take before, during and after a disaster to help volunteers manage stress | 2 |
| EMHS | 1905 | Developing Volunteer Resources | List 3 methods for gathering and processing volunteer program feedback | 2 |
| EMHS | 1905 | Developing Volunteer Resources | List the 4 keys to minimizing susceptibility to lawsuits involving volunteers | 2 |
| EMHS | 1905 | Developing Volunteer Resources | List the steps in developing a volunteer program | 2 |
| EMHS | 1905 | Developing Volunteer Resources | Write a recruitment strategy for an identified volunteer functional need | 2 |
| EMHS | 1909 | Basic Skills for Emergency Managers | Define communication and apply that definition to various forms of communication | 2 |
| EMHS | 1909 | Basic Skills for Emergency Managers | Identify the potential verbal and nonverbal communication issues related to age, culture, language or | 2 |
| EMHS | 1909 | Basic Skills for Emergency Managers | Identify the roadblocks to effective listening and recommend strategies to improve active listening | 2 |
| EMHS | 1909 | Basic Skills for Emergency Managers | List the characteristics of effective emergency communication | 2 |
| EMHS | 1962 | Disaster Site Worker | Describe the hazards of miscellaneous chemicals | 2 |
| EMHS | 1962 | Disaster Site Worker | Identify and interpret Subpart M of 29 CFR 1926.500 Fall Protection Requirements | 2 |
| EMHS | 1962 | Disaster Site Worker | Identify and interpret Subpart P of 29 CFR 1926.650 Excavations | 2 |
| EMHS | 1962 | Disaster Site Worker | Identify and interpret Subpart X of 29 CFR 1926.1050 Stairways and Ladders | 2 |
| EMHS | 1962 | Disaster Site Worker | Understand a prepare forms associated with OSHA recordkeeping | 2 |
| ENGL | 1200 | Business English | Exhibit punctuality, dependability, and accuracy | 2 |
| ENGL | 1200 | Business English | Identify parts of speech within a sentence I | 1 |
| ENGL | 1200 | Business English | Identify parts of speech within a sentence II | 4 |
| ENGL | 1200 | Business English | Proofread and edit for correct grammar and word choice | 1 |
| ENGL | 1200 | Business English | Select materials, tool, equipment, or other resources to complete tasks | 1 |

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| ENGL | 1204 | English Composition I | Content | 2 |
| ENGL | 1204 | English Composition I | Conventions/Surface Errors | 2 |
| ENGL | 1204 | English Composition I | Documentation | 2 |
| ENGL | 1204 | English Composition I | Format/Structure | 2 |
| ENGL | 1204 | English Composition I | Rhetorical Situation | 2 |
| ENGL | 1204 | English Composition I | Voice and Tone | 2 |
| ENGL | 1206 | English Composition II | Content | 2 |
| ENGL | 1206 | English Composition II | Conventions/Surface Errors | 2 |
| ENGL | 1206 | English Composition II | Documentation | 2 |
| ENGL | 1206 | English Composition II | Format/Structure | 2 |
| ENGL | 1206 | English Composition II | Rhetorical Situation | 2 |
| ENGL | 1206 | English Composition II | Voice and Tone | 2 |
| ENGL | 1236 | Technical Communications | Compose clear and concise instructions | 1 |
| ENGL | 1236 | Technical Communications | Compose progress and periodic reports | 1 |
| ENGL | 1236 | Technical Communications | Define technical writing and its importance in the workplace | 1 |
| ENGL | 1236 | Technical Communications | Determine appropriate formats for instructions | 1 |
| ENGL | 1236 | Technical Communications | Evaluate and take notes from sources | 1 |
| ENGL | 1236 | Technical Communications | Identify ethics in technical writing | 2 |
| ENGL | 1236 | Technical Communications | Identify, locate, and document primary and secondary sources | 1 |
| HIST | 1400 | American History to 1877 | American Revolution | 3 |
| HIST | 1400 | American History to 1877 | Analyze Historical Perspective | 3 |
| HIST | 1400 | American History to 1877 | Antebellum America | 3 |
| HIST | 1400 | American History to 1877 | Civil War | 3 |
| HIST | 1400 | American History to 1877 | Creating of the Republic | 3 |
| HIST | 1400 | American History to 1877 | Describe exploration and colonization | 3 |
| HIST | 1400 | American History to 1877 | Describe Indigenous Cultures | 5 |
| HIST | 1400 | American History to 1877 | Developments in the Early Republic | 3 |
| HIST | 1400 | American History to 1877 | Evaluate the Validity of Sources | 1 |
| HIST | 1400 | American History to 1877 | Reconstruction | 3 |
| HIST | 1400 | American History to 1877 | Utilize Primary and Secondary Sources | 1 |
| HIST | 1402 | American History 1877-Present | Analyze Historic Perspectives | 1 |
| HIST | 1402 | American History 1877-Present | Describe and Analyse the significant political, social, and economic developments in the settlement of the | 3 |
| HIST | 1402 | American History 1877-Present | Describe and analyze the causes, course, and impact of American imperialism | 3 |
| HIST | 1402 | American History 1877-Present | Describe and analyze the significant political social economic, diplomatic developments that transformed | 3 |
| HIST | 1402 | American History 1877-Present | Describe and analyze the significant political, social, economic developments of postwar America 1945- | 3 |
| HIST | 1402 | American History 1877-Present | Describe and Analyze the significant political, social, economic, and displomatic developments of the | 3 |
| HIST | 1402 | American History 1877-Present | Describe the causes, course and consequences of the Great Depression and New Deal and evaluate thier | 3 |

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| HIST | 1402 | American History 1877-Present | Evaluate the Validity of Sources | 1 |
| HIST | 1402 | American History 1877-Present | Industrial Labor and Capital | 3 |
| HIST | 1402 | American History 1877-Present | Populist to Progressives | 3 |
| HIST | 1402 | American History 1877-Present | Race and Ethnic Relations | 2 |
| HIST | 1402 | American History 1877-Present | Trace and evaluate the causes, course, and consequences of World War I | 3 |
| HIST | 1402 | American History 1877-Present | Trace and evaluate the causes, course, and consequences of World War II | 3 |
| HIST | 1402 | American History 1877-Present | Utilize Primary and Secondary Sources | 3 |
| HIST | 1408 | Western Civilization to 1500 | C1 | 2 |
| HIST | 1408 | Western Civilization to 1500 | C2 | 3 |
| HIST | 1408 | Western Civilization to 1500 | C3 | 2 |
| HIST | 1408 | Western Civilization to 1500 | C4 | 5 |
| HIST | 1408 | Western Civilization to 1500 | Utilize Primary and Secondary Sources | 5 |
| HIST | 1409 | Hist & Phil Western Cul to 1500 | Historical perspective between the writings of Augustine and Ambrose | 3 |
| HIST | 1409 | Hist & Phil Western Cul to 1500 | Magna Carta | 5 |
| HIST | 1410 | Western Civilization 1500-Present | Explore the Age of Reason, the Scientific Revolution, and Cultural Evolution | 4 |
| HIST | 1425 | Women and the American Experience | colonies. | 5 |
| HIST | 1425 | Women and the American Experience | Describe the lives of widows in the 18th century colonies. | 3 |
| HIST | 1425 | Women and the American Experience | motherhood”. | 1 |
| HIST | 1425 | Women and the American Experience | Identify the ‘women question’ in the anti-slavery movement. | 3 |
| HIST | 1425 | Women and the American Experience | century. | 5 |
| HIST | 1425 | Women and the American Experience | Identify the extent to which the Civil War had an impact on women’s work. | 1 |
| HIST | 1425 | Women and the American Experience | Suffrage Association. | 3 |
| HIST | 1425 | Women and the American Experience | Explain the progress of the woman’s suffrage movement between 1896-1910. | 3 |
| HIST | 1425 | Women and the American Experience | Explain what happened to the woman’s suffrage movement during WWI. | 3 |
| HIST | 1425 | Women and the American Experience | Assess the arguments for and against birth control in the 1920’s. | 1 |
| HIST | 1425 | Women and the American Experience | Assess the extent of women’s influence on the New Deal. | 1 |
| HIST | 1425 | Women and the American Experience | Understand the impact of WWII on women in the workforce. | 1 |
| HIST | 1425 | Women and the American Experience | Discuss the factors which shaped family life in the 1950’s. | 5 |
| HIST | 1425 | Women and the American Experience | Explain Title VII of the Civil Rights Act of 1964 | 3 |
| HIST | 1425 | Women and the American Experience | Explain the concept of pay equity or comparable worth. | 1 |
| HIST | 1425 | Women and the American Experience | Explain the significance of the Roe vs. Wade court ruling and its affect on women’s rights. | 3 |
| HZMT | 1907 | Resource Conservation Recovery Act | Define and explain compliance and imminent hazard orders, corrective action orders, monitoring and | 2 |
| HZMT | 1907 | Resource Conservation Recovery Act | Define the goals of CERCLA and SARA and distinguish them from RCRA | 2 |
| HZMT | 1907 | Resource Conservation Recovery Act | Determine and interpret applicable regulations for the permitting of treatment, storage and disposal | 2 |
| HZMT | 1909 | Clean Air & Water Quality Regulations | Describe the CAAA Title IV allowance system | 2 |
| HZMT | 1909 | Clean Air & Water Quality Regulations | Describe the NAAQS criteria pollutants specifically regulated by CAAA | 2 |
| HZMT | 1909 | Clean Air & Water Quality Regulations | Identify 4 types of sources that a State program must provide for in its 40 CFR Part 70 permitting | 2 |

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| HZMT | 1912 | Industrial Hygiene/Toxicology | Describe examples of target organ toxicity | 2 |
| HZMT | 1912 | Industrial Hygiene/Toxicology | Describe the factors affecting the distribution of toxicants to tissues | 2 |
| HZMT | 1912 | Industrial Hygiene/Toxicology | List the processes of risk assessment | 2 |
| HZMT | 1912 | Industrial Hygiene/Toxicology | Summarize effective, toxic and lethal doses | 2 |
| HZMT | 1914 | OSHA General Industry Regulations | Identify workplace hazards using 29 CFR 1910 | 2 |
| HZMT | 1914 | OSHA General Industry Regulations | To find, interpret, summarize and apply the safety and health standards in Title 29 part 1910, Code of | 2 |
| HZMT | 1917 | DOT Regulations | Determine reporting procedures, including filling out DOT's Incident Report Form for a hazardous | 2 |
| HZMT | 1917 | DOT Regulations | Determine the shipping requirements for various hazardous materials | 2 |
| HZMT | 1917 | DOT Regulations | Explain the federal regulations that apply to the transportation of hazardous materials | 2 |
| HZMT | 1917 | DOT Regulations | Select the packaging, labeling and placarding for hazardous materials | 2 |
| HZMT | 1940 | Introduction to Ergonomics | Define CTD and MSD's and the jobs/tasks that are commonly associated with them | 2 |
| HZMT | 1940 | Introduction to Ergonomics | Describe and provide examples of the benefits of an effective ergonomics program for employees | 2 |
| HZMT | 1940 | Introduction to Ergonomics | Explain and create an ergonomics program for a specific workplace | 2 |
| HZMT | 1940 | Introduction to Ergonomics | Explain the process of a job hazard analysis | 2 |
| HZMT | 1940 | Introduction to Ergonomics | Identify the key body components that are prone to soft tissue injury | 2 |
| HZMT | 1950 | Characteristics of Haz Mat | Describe the basic characteristics of combustion | 2 |
| HZMT | 1950 | Characteristics of Haz Mat | Explain the physical properties and hazardous of flammable and combustible liquids | 2 |
| HZMT | 1950 | Characteristics of Haz Mat | Identify and explain the differences in bond types | 2 |
| LIFE | 1402 | Principles of Biology | Bioenergetics | 1 |
| LIFE | 1402 | Principles of Biology | Evolutionary Theory | 1 |
| LIFE | 1402 | Principles of Biology | Levels of Organization | 1 |
| LIFE | 1402 | Principles of Biology | Nature of Science | 1 |
| LIFE | 1402 | Principles of Biology | Principles of Ecology | 1 |
| LIFE | 1402 | Principles of Biology | Principles of Genetics | 1 |
| LIFE | 1402 | Principles of Biology | Reproduction | 1 |
| LIFE | 1408 | Anatomy & Physiology | Explain the basic concept of homeostasis and how homeostatic systems apply to the body I | 1 |
| LIFE | 1408 | Anatomy & Physiology | Explain the basic concept of homeostasis and how homeostatic systems apply to the body II | 2 |
| LIFE | 1408 | Anatomy & Physiology | Identify and describe the physiology of the homeostatic systems that control metabolism. | 3 |
| LIFE | 1408 | Anatomy & Physiology | Understand the scope of the studies in anatomy and physiology and be able to use and understand | 1 |
| LIFE | 1408 | Anatomy & Physiology | Understand the scope of the studies in anatomy and physiology and be able to use and understand | 1 |
| LIFE | 1408 | Anatomy & Physiology | Understand the scope of the studies in anatomy and physiology and be able to use and understand | 1 |
| LIFE | 1408 | Anatomy & Physiology | Understand the scope of the studies in anatomy and physiology and be able to use and understand | 1 |
| LIFE | 1412 | Principles of Microbiology | Describe host defense mechanisms. | 2 |
| LIFE | 1412 | Principles of Microbiology | Describe mechanisms of antibiotics. | 5 |
| LIFE | 1412 | Principles of Microbiology | Describe modes of disease transmission. | 4 |
| LIFE | 1412 | Principles of Microbiology | Describe pathogenicity mechanisms. | 3 |
| LIFE | 1412 | Principles of Microbiology | Describe uses and consequences of mutations. | 1 |

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| LITR | 1210 | Introduction to Literature | Character-C6 | 2 |
| LITR | 1210 | Introduction to Literature | Plot-C10 | 1 |
| LITR | 1210 | Introduction to Literature | Point of View | 2 |
| LITR | 1210 | Introduction to Literature | Setting | 2 |
| LITR | 1210 | Introduction to Literature | Style/Tone | 2 |
| LITR | 1210 | Introduction to Literature | Symbolism-C8 | 2 |
| LITR | 1210 | Introduction to Literature | Theme-C3 | 2 |
| MATH | 1806 | Technical Math | Solve application problems involving basic arithmetic operations, measurement, and percentage | 2 |
| MATH | 1806 | Technical Math | Use formulas to solve for an unknown quantity | 2 |
| MATH | 1819 | Business Math | Apply ratios and proportions to problem-solving situations | 2 |
| MATH | 1819 | Business Math | Calculate salary on the basis of weekly, biweekly, semimonthly, and monthly pay periods | 2 |
| MATH | 1821 | Basic Algebra | Determine the equation of a line given its graph, its slope and y-intercept, and its slope and a point | 1 |
| MATH | 1821 | Basic Algebra | Factor expressions with common factors, expressions that require grouping, trinomial expressions, and | 1 |
| MATH | 1821 | Basic Algebra | Perform addition, subtraction, multiplication and division on polynomial expressions | 1 |
| MATH | 1821 | Basic Algebra | Solve linear inequalities in one variable showing solutions on a number line | 1 |
| MATH | 1824 | Intermediate Algebra | Solving equations with radicals | 1 |
| MATH | 1824 | Intermediate Algebra | Solving equations with rational expressions | 1 |
| MATH | 1824 | Intermediate Algebra | Solving Linear Inequalities on a number line | 1 |
| MATH | 1824 | Intermediate Algebra | Solving systems of equations | 1 |
| MATH | 1826 | College Algebra with Review | Finding the zeros of a function | 1 |
| MATH | 1826 | College Algebra with Review | ID the Domain of a function | 1 |
| MATH | 1826 | College Algebra with Review | Linear Application | 1 |
| MATH | 1826 | College Algebra with Review | Solve an absolute value inequality | 1 |
| MATH | 1826 | College Algebra with Review | Solving exponential equations | 1 |
| MATH | 1826 | College Algebra with Review | Solving systems of equations | 1 |
| MATH | 1826 | College Algebra with Review | Translation of a Graph | 1 |
| MATH | 1828 | College Algebra | Finding the zeros of a function | 1 |
| MATH | 1828 | College Algebra | ID the Domain of a function | 1 |
| MATH | 1828 | College Algebra | Linear Application | 1 |
| MATH | 1828 | College Algebra | Solve an absolute value inequality | 1 |
| MATH | 1828 | College Algebra | Solving exponential equations | 1 |
| MATH | 1828 | College Algebra | Solving systems of equations | 1 |
| MATH | 1828 | College Algebra | Translation of a Graph | 1 |
| MATH | 1830 | Trigonometry | Application of Law of cosines | 1 |
| MATH | 1830 | Trigonometry | Application of right triangle trig | 1 |
| MATH | 1830 | Trigonometry | Exact value using identities | 1 |
| MATH | 1831 | Business Calculus | Chain rule | 1 |

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| MATH | 1831 | Business Calculus | Concave up/down intervals | 1 |
| MATH | 1831 | Business Calculus | Find the maximum and minimum values-business application | 2 |
| MATH | 1831 | Business Calculus | Implicit differentiation | 1 |
| MATH | 1831 | Business Calculus | Marginal analysis | 2 |
| MATH | 1831 | Business Calculus | Product and quotient rules | 1 |
| MATH | 1832 | Analytic Geometry-Calculus I | Chain rule | 1 |
| MATH | 1832 | Analytic Geometry-Calculus I | Find the maximum and minimum values of a function | 2 |
| MATH | 1832 | Analytic Geometry-Calculus I | Implicit differentiation | 1 |
| MATH | 1832 | Analytic Geometry-Calculus I | Product rule | 1 |
| MATH | 1832 | Analytic Geometry-Calculus I | Quotient rule | 1 |
| MATH | 1832 | Analytic Geometry-Calculus I | Solve Application Problems | 2 |
| MATH | 1834 | Analytic Geometry-Calculus II | Evaluate an integral using the technique of integration by parts | 1 |
| MATH | 1834 | Analytic Geometry-Calculus II | Evaluate an integral using trigonometric substitution | 1 |
| MATH | 1834 | Analytic Geometry-Calculus II | Find the arc length of a curve given by a function in polar form | 1 |
| MATH | 1834 | Analytic Geometry-Calculus II | Find the area of regions bounded by curves given by functions in polar form | 1 |
| MATH | 1834 | Analytic Geometry-Calculus II | Find the Taylor and Maclaurin series for a given function | 1 |
| MATH | 1834 | Analytic Geometry-Calculus II | Integrate expressions involving powers of trigonometric functions | 1 |
| MATH | 1834 | Analytic Geometry-Calculus II | Integration Application-Volume | 2 |
| MATH | 1834 | Analytic Geometry-Calculus II | Use the ratio and root tests to test for convergence of a series | 1 |
| MDAS | 1646 | Emergency Preparedness | Relate to their role in emergencies and disaster training, to include prep for families | 2 |
| MDAS | 1648 | Medication Administration | Discuss and demonstrate use of ... | 4 |
| MDAS | 1652 | Patient Care I | Defining parameters for age specific groups | 5 |
| MDAS | 1652 | Patient Care I | Observed the students using stethoscopes; blood pressure | 4 |
| MDAS | 1653 | Patient Care II | Able to successfully pass NHA exam | 4 |
| MDAS | 1653 | Patient Care II | ECG interpretation and completion | 1 |
| MDAS | 1655 | Medical Administrative Aspects | Critically look at job performance in office setting | 1 |
| MDAS | 1655 | Medical Administrative Aspects | Preparations made to work on resumes to submit to potential employers | 1 |
| MDAS | 1657 | Legal and Ethical Issues in Healthcare | Describe the Drug Enforcement Acts | 3 |
| MDAS | 1657 | Legal and Ethical Issues in Healthcare | Determining how past medicolegal issues | 3 |
| MDAS | 1657 | Legal and Ethical Issues in Healthcare | Relate the relevance of ethics | 2 |
| MDAS | 1657 | Legal and Ethical Issues in Healthcare | Students to understand the terms respondeat superior; let the master answer | 3 |
| MDAS | 1672 | Medical Terminology | Analyze meaning new medical terms | 2 |
| MDAS | 1672 | Medical Terminology | Defining how to interpret med terms | 2 |
| MDAS | 1672 | Medical Terminology | Identify and define terms re:Latin | 5 |
| MDAS | 1672 | Medical Terminology | Medical Terminology is a sort of ... | 5 |
| MDAS | 1672 | Medical Terminology | Students were exposed to new language of medicine | 5 |
| MDAS | 1676 | Medical Transcription | Format medical documents using ... | 4 |

Course Competencies Currently Assessed (01222016)

| Prefix | Number | Course | Topic/Competency | Fundamental Outcome |
|--------|--------|----------------------------|---|---------------------|
| MDAS | 1680 | Basic Pharmacology | Describe when a medical error impacted self or family | 5 |
| MDAS | 1680 | Basic Pharmacology | Discuss various ways to promote safety | 1 |
| MDAS | 1680 | Basic Pharmacology | Students were expected to relate real | 2 |
| MLTC | 1500 | Urinalysis | IIA3 I | 4 |
| MLTC | 1500 | Urinalysis | IIA3 II | 4 |
| MLTC | 1500 | Urinalysis | IIA3 III | 4 |
| MLTC | 1500 | Urinalysis | IIA5 | 4 |
| MLTC | 1500 | Urinalysis | IIA7 | 4 |
| MLTC | 1500 | Urinalysis | IIIA6a | 2 |
| MLTC | 1500 | Urinalysis | IIIA6b | 1 |
| MLTC | 1500 | Urinalysis | IIIA6c | 2 |
| MLTC | 1500 | Urinalysis | IIIB6 I | 2 |
| MLTC | 1500 | Urinalysis | IIIB6 II | 1 |
| MLTC | 1500 | Urinalysis | IIID4 | 1 |
| MLTC | 1500 | Urinalysis | IVA4b | 4 |
| MLTC | 1500 | Urinalysis | VA8d | 1 |
| MLTC | 1502 | Hematology and Coagulation | 1bi I | 1 |
| MLTC | 1502 | Hematology and Coagulation | 1bi II | 4 |
| MLTC | 1502 | Hematology and Coagulation | 1ci | 1 |
| MLTC | 1502 | Hematology and Coagulation | 2a I | 1 |
| MLTC | 1502 | Hematology and Coagulation | 2a II | 2 |
| MLTC | 1502 | Hematology and Coagulation | 2di I | 2 |
| MLTC | 1502 | Hematology and Coagulation | 2di II | 1 |
| MLTC | 1502 | Hematology and Coagulation | 2div I | 2 |
| MLTC | 1502 | Hematology and Coagulation | 2div II | 4 |
| MLTC | 1502 | Hematology and Coagulation | 4ai | 4 |
| MLTC | 1502 | Hematology and Coagulation | 1bi | 1 |
| MLTC | 1502 | Hematology and Coagulation | 2di | 2 |
| MLTC | 1502 | Hematology and Coagulation | 2a | 1 |
| MLTC | 1502 | Hematology and Coagulation | 2a | 2 |
| MLTC | 1502 | Hematology and Coagulation | 1bi | 4 |
| MLTC | 1502 | Hematology and Coagulation | 2div | 2 |
| MLTC | 1503 | Principles of Phlebotomy | Discriminate factors that affect specimen collection procedures and test results, and take appropriate | 5 |
| MLTC | 1503 | Principles of Phlebotomy | Apply established procedures for collecting and processing biological specimens for medical analysis | 2 |
| MLTC | 1503 | Principles of Phlebotomy | Exhibit comprehension of pre-analytical variables derived from specimen collection and handling of | 4 |
| MLTC | 1503 | Principles of Phlebotomy | List the responsibilities of other medical laboratory and health care personnel and interact with them with | 4 |
| MLTC | 1503 | Principles of Phlebotomy | Maintain awareness and complies with safety procedures and ethical standards of practice | 5 |

Course Competencies Currently Assessed (01222016)

| Prefix | Number | Course | Topic/Competency | Fundamental Outcome |
|--------|--------|--------------------------|--|---------------------|
| MLTC | 1504 | Clinical Chemistry I | State Beer's law by an equation and define each symbol | 3 |
| MLTC | 1504 | Clinical Chemistry I | List the common methods of analysis for liver function and renal function | 3 |
| MLTC | 1504 | Clinical Chemistry I | Describe pathophysiology of normal and abnormal liver function and renal function | 3 |
| MLTC | 1504 | Clinical Chemistry I | Briefly describe the role of the clinical chemistry laboratory | 4 |
| MLTC | 1504 | Clinical Chemistry I | explain the steps that should be followed when the values of control materials fall outside the 2-standard-deviation | 3 |
| MLTC | 1505 | Clinical Microbiology | 1c I | 4 |
| MLTC | 1505 | Clinical Microbiology | 1g | 4 |
| MLTC | 1505 | Clinical Microbiology | 2a | 1 |
| MLTC | 1505 | Clinical Microbiology | 1a | 4 |
| MLTC | 1505 | Clinical Microbiology | 3b | 2 |
| MLTC | 1505 | Clinical Microbiology | 2c | 3 |
| MLTC | 1505 | Clinical Microbiology | 1f | 1 |
| MLTC | 1505 | Clinical Microbiology | 1c II | 1 |
| MLTC | 1505 | Clinical Microbiology | 4c | 2 |
| MLTC | 1505 | Clinical Microbiology | 4b | 4 |
| MLTC | 1505 | Clinical Microbiology | 1b | 3 |
| MLTC | 1506 | Clinical Microbiology II | 1b I | 2 |
| MLTC | 1506 | Clinical Microbiology II | 1b II | 2 |
| MLTC | 1506 | Clinical Microbiology II | 2aii | 4 |
| MLTC | 1506 | Clinical Microbiology II | 2aiv | 1 |
| MLTC | 1506 | Clinical Microbiology II | 2bii | 4 |
| MLTC | 1506 | Clinical Microbiology II | 2c | 1 |
| MLTC | 1506 | Clinical Microbiology II | 3a I | 1 |
| MLTC | 1506 | Clinical Microbiology II | 3b I | 4 |
| MLTC | 1506 | Clinical Microbiology II | 3a II | 5 |
| MLTC | 1506 | Clinical Microbiology II | 3b II | 3 |
| MLTC | 1508 | Immunohematology | 1aii | 5 |
| MLTC | 1508 | Immunohematology | 1bii I | 4 |
| MLTC | 1508 | Immunohematology | 1bii II | 3 |
| MLTC | 1508 | Immunohematology | 2a I | 3 |
| MLTC | 1508 | Immunohematology | 2a II | 1 |
| MLTC | 1508 | Immunohematology | 2b I | 4 |
| MLTC | 1508 | Immunohematology | 2b II | 1 |
| MLTC | 1508 | Immunohematology | 2b III | 2 |
| MLTC | 1508 | Immunohematology | 2c I | 1 |
| MLTC | 1508 | Immunohematology | 2c II | 3 |
| MLTC | 1508 | Immunohematology | 3aiv | 1 |

Course Competencies Currently Assessed (01222016)

| Prefix | Number | Course | Topic/Competency | Fundamental Outcome |
|--------|--------|------------------------------------|--|---------------------|
| MLTC | 1508 | Immunohematology | 3bi | 3 |
| MLTC | 1508 | Immunohematology | 4ai | 1 |
| MLTC | 1508 | Immunohematology | 4av I | 2 |
| MLTC | 1508 | Immunohematology | 4av III | 4 |
| MLTC | 1508 | Immunohematology | 4av III | 4 |
| MLTC | 1508 | Immunohematology | 4cii I | 1 |
| MLTC | 1508 | Immunohematology | 4cii II | 4 |
| MLTC | 1508 | Immunohematology | 4dii | 4 |
| MUSI | 1002 | Introduction to Music | Demonstrate an understanding of the musical developments and innovations of the Baroque era with | 3 |
| MUSI | 1002 | Introduction to Music | Demonstrate an understanding of the musical developments and innovations of the Classic era with | 3 |
| MUSI | 1002 | Introduction to Music | Demonstrate an understanding of the musical developments and innovations of the Impressionist and | 3 |
| MUSI | 1002 | Introduction to Music | Demonstrate an understanding of the musical developments and innovations of the Renaissance era with | 3 |
| MUSI | 1002 | Introduction to Music | Demonstrate an understanding of the musical developments and innovations of the Romantic era with | 3 |
| MUSI | 1002 | Introduction to Music | Demonstrate an understanding of the musical developments of the Middle Ages in the European | 3 |
| OFTC | 1601 | Keyboarding I | Demonstrate a speed proficiency of at least 22 words a minute meeting error allowance determined | 2 |
| OFTC | 1603 | Keyboarding II | Demonstrate a speed proficiency of at least 37 words a minute meeting error allowance determined | 2 |
| OFTC | 1621 | Business Administrative Procedures | Describe the factors that define what is considered ethical business behavior (NBEA) | 2 |
| OFTC | 1621 | Business Administrative Procedures | Display appropriate dress, grooming, hygiene, and etiquette | 2 |
| OFTC | 1621 | Business Administrative Procedures | Identify resume weaknesses | 2 |
| OFTC | 1650 | Ten Key Mastery | Demonstrate a speed of 8,000 characters per hour with 98% accuracy | 2 |
| OFTC | 1666 | Records Management | Apply filing skills to computerized systems | 4 |
| OFTC | 1666 | Records Management | Demonstrate creating, storing, retrieving files | 1 |
| OFTC | 1666 | Records Management | Demonstrate indexing, coding, and cross referencing | 1 |
| OFTC | 1666 | Records Management | Demonstrate the use of Computerized Filing Systems | 4 |
| OFTC | 1696 | Word Processing Applications | Merge and manage shared documents utilizing the appropriate features and functions | 4 |
| OFTC | 1696 | Word Processing Applications | Use the drawing toolbar and insert graphics and images into a word document | 4 |
| OFTC | 1697 | Advanced Word Processing | Create documents using templates and Wizards | 1 |
| OFTC | 1697 | Advanced Word Processing | Demonstrate basic Mouse motions | 1 |
| OFTC | 1697 | Advanced Word Processing | Record keystrokes for commands, then play keystrokes in different documents | 1 |
| OFTC | 1697 | Advanced Word Processing | Operate spell checker and thesaurus | 2 |
| OSHA | 1924 | Standards for Construction | Demonstrate and understanding of OSHA's Construction Industry workplace safety requirements | 2 |
| OSHA | 1924 | Standards for Construction | Explain why OSHA is important to workers | 2 |
| STAT | 1829 | Elements of Statistics | Construct a Confidence Interval for a Proportion | 1 |
| STAT | 1829 | Elements of Statistics | Construct a Confidence Interval for a Sample Mean | 1 |
| STAT | 1829 | Elements of Statistics | Determine Probabilities for a D.R.V. | 1 |
| STAT | 1829 | Elements of Statistics | Determine Probabilities for Binomial Distributions | 1 |
| STAT | 1829 | Elements of Statistics | Perform a Hypothesis Test of a Proportion | 2 |

Course Competencies Currently Assessed (01222016)

| Prefix | Number | Course | Topic/Competency | Fundamental Outcome |
|--------|--------|------------------------------------|--|---------------------|
| STAT | 1829 | Elements of Statistics | Perform a Hypothesis Test of a Sample Mean | 2 |
| STAT | 1840 | Business & Economics Statistics I | Construct a Confidence Interval for a Proportion | 1 |
| STAT | 1840 | Business & Economics Statistics I | Construct a Confidence Interval for a Sample Mean | 1 |
| STAT | 1840 | Business & Economics Statistics I | Determine Probabilities for a D.R.V. | 1 |
| STAT | 1840 | Business & Economics Statistics I | Determine Probabilities for Binomial Distributions | 1 |
| STAT | 1840 | Business & Economics Statistics I | Perform a Hypothesis Test of a Proportion | 2 |
| STAT | 1840 | Business & Economics Statistics I | Perform a Hypothesis Test of a Sample Mean | 2 |
| STAT | 1845 | Business & Economics Statistics II | Determine prediction intervals for regression | 2 |
| STAT | 1845 | Business & Economics Statistics II | Forecast future values for a time-series model | 2 |
| STAT | 1845 | Business & Economics Statistics II | Perform a one-way analysis of variance | 1 |
| STAT | 1845 | Business & Economics Statistics II | Perform a two-way analysis of variance | 1 |