2004-2006 PROGRAM GOALS

CIVIL ENGINEERING TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Understand and apply the basic principles of Civil Engineering Technology.
II. Use creative thinking skills and the tools of Civil Engineering Technology to solve problems with a minimum of assistance and supervision.
III. Use reading, writing and speaking skills to communicate effectively.
IV. Work in teams to solve problems.
V. Demonstrate good personal work habits and professional ethics.
VI. Find employment in a related field.

COMMUNICATIONS GRAPHICS TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Successfully enter the job market in fields of advertising design, graphic design, Web design, computer illustration and prepress production.
II. Create original concepts and designs for visual communications, incorporating typography, photography and illustration.

COMPUTER ACCOUNTING PROGRAM GOALS
The graduate should be able to

I. Understand the basic principles of financial accounting, managerial and cost accounting, and taxation and apply them to the accounting field.
II. Integrate computer accounting with other areas in the business environment
III. Identify problems and use appropriate techniques to find solutions
IV. Work independently with a network of individuals and also function within a work team
V. Demonstrate business skills including competencies in mathematics, written and oral communications and a variety of computer applications, including word processing, spreadsheets, accounting software and tax preparation software
VI. Function competently as a citizen and consumer
VII. Develop knowledge/skills as needed in the computer accounting field
VIII. Qualify for entry-level positions in accounting

COMPUTER INTEGRATED DRAFTING AND DESIGN PROGRAM GOALS
The graduate should be able to

I. Become technically proficient in a CAD application and knowledgeable in at least one other.
II. Use sophisticated graphics and modeling software.
III. Use other software, references and resources related to the profession.
IV. Demonstrate good verbal, written and graphic communication skills.
V. Demonstrate good professional habits.
VI. Become employed as a CAD drafter or employed in a related field.

COMPUTER SCIENCE AND INFORMATION TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Express ideas and facts in written and verbal communications and work independently or as a team member
II. Effectively operate and use computers, peripherals and related equipment
III. Understand terminology, numeric concepts, social/ethical implications and/or system concepts associated with the information technology field
IV. Understand and use applications software, operating systems and/or system-based products
V. Analyze problems, develop algorithms and implement solutions
VI. Effectively use computer languages, compilers, interpreters and assembler products to produce code and output which meet specified requirements
VII. Understand system and software development cycles and use tools to develop and manage the cycles
VIII. Upgrade and develop skills which represent real-world training standards as established by national tests, state standards, institutional goals and advisory recommendations
IX. Use equipment and resources which are up-to-date, real-world and which represent current trends in the employment field
X. Develop a positive attitude towards standards, rules, expectations, work and learning
XI. Develop specific skills, understanding and knowledge which can be used at articulated institutions and which can be applied to higher levels of learning
XII. Enhance creative and artistic talents appropriate to the computer science field

EARLY CHILDHOOD EDUCATION PROGRAM GOALS
The graduate should be able to

I. Be prepared for job entry or career advancement in the childcare field.
II. Use good verbal and written communication skills.
III. Demonstrate understanding of fundamental child development principles.
IV. Apply on-the-job the principles of good work habits.

ELECTRICAL ENGINEERING TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Understand fundamental electrical/electronic principles.
II. Understand moderately complex electronic systems.
III. Acquire test data with numerous electronic instruments and diagnose system performance.
IV. Suggest modifications to electronic systems under test to improve performance.
V. Maintain and troubleshoot electronic equipment.
VI. Breadboard (using wirewrap, soldering, etc.) and test electronic circuits.
VII. Develop printed-circuit board layouts, fabricate boards and package the overall electronic circuit.
VIII. Program microprocessors, EPROMS, generic logic arrays and programmable logic controllers.
IX. Simulate electronic circuits with circuit simulation software on a personal computer.
X. Use new hardware/software by studying manuals or following computer instructions.
XI. Generate engineering reports.

**GEOGRAPHIC INFORMATION SYSTEMS PROGRAM GOALS**
The graduate should be able to

I. Demonstrate understanding of fundamental GIS principles.
II. Be prepared for job entry or career advancement in GIS related fields.
III. Use good verbal and written communication skills.
IV. Demonstrate problem-solving skills.

**HIGH PERFORMANCE COMPUTING PROGRAM GOALS**
The graduate should be able to

I. Effectively operate and use computers, peripherals, and related equipment
II. Be prepared for job entry or career advancement in HPC-related fields
III. Use good verbal and written communication skills
IV. Demonstrate problem-solving skills

**HOSPITALITY PROGRAM GOALS**
The graduate should be able to

I. Understand the basic principles of hospitality and apply them within the hospitality profession
II. Integrate hospitality with other areas in the business environment
III. Identify problems and use appropriate techniques to find solutions
IV. Work independently with a network of individuals and also function within a work team
V. Demonstrate basic collegiate skills that include competencies in mathematics, computer applications and communications
VI. Comprehend the relationship of the hospitality industry with the role of the consumer
VII. Continue developing skills as needed in the hospitality field
VIII. Qualify for entry-level management positions in the hospitality industry

**INTERIOR DESIGN TECHNOLOGY PROGRAM GOALS**
The graduate should be able to

I. Understand fundamentals of art and design, theories of design and human behavior, and design-related history.
II. Apply the knowledge, skills, processes and theories of interior design.
III. Communicate effectively
IV. Design within the context of building systems and use appropriate materials and products.
V. Apply the laws, codes, regulations, standards, and practices that protect the health, safety, and welfare of the public.
VI. Understand the business and professional practice of interior design.

**MANAGEMENT PROGRAM GOALS**
The graduate should be able to

I. Understand the basic principles of management, both qualitative and quantitative, and apply them to the management field
II. Integrate management with other areas in the business environment
III. Identify problems and use appropriate techniques to find solutions
IV. Work independently with a network of individuals and also function within a work team
V. Demonstrate basic skills that include competencies in mathematics, computer applications and communications
VI. Function competently as a citizen and consumer
VII. Continue to develop knowledge skills as needed in the management field

E-COMMERCE/MARKETING PROGRAM GOALS
The graduate should be able to

I. Understand the basic principles of E-Commerce/Marketing and apply the
II. Integrate E-Commerce/Marketing with other disciplines in business
III. Identify problems and use appropriate techniques to find solutions
IV. Work independently and function on a team
V. Demonstrate basic math, verbal and written communications and computer skill
VI. Qualify for entry-level positions in the E-Commerce/Marketing field

MECHANICAL ENGINEERING TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Understand and apply the basic theory and concepts of mechanical engineering technology.
II. Identify and solve problems with a minimum of assistance and supervision.
III. Operate concentration-related equipment with a high degree of manipulative skills.
IV. Communicate effectively, which includes reading, oral and written skills.
V. Apply on-the-job the principles of good work habits.

NETWORKING & COMMUNICATIONS SYSTEMS TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Demonstrate problem-solving skills
II. Secure employment within the information technology industry
III. Implement problem solutions

OFFICE SYSTEMS TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Use computer application programs (word processing, spreadsheet, data base, presentation, web editors, etc.)
II. Keyboard accurately (i.e. 53 words per minute with one error per minute)
III. Understand and use terminology specific to their field
IV. Communicate effectively
V. Use reference materials
VI. Show a positive attitude and work ethic
VII. Transcribe from machine dictation
VIII. Work independently with a network of individuals and also function within a work team
IX. Use proofreading skills involving grammar, punctuation and language arts
X. Organize work and follow time and records management techniques
XI. Adapt to changes in the work environment; develop problem-solving skills
XII. Use the Internet for research
PARALEGAL STUDIES PROGRAM GOALS
The graduate should be able to

I. Understand and apply principles of law and legal ethics
II. Demonstrate entry-level employment skills acquired through the legal specialty courses
III. Demonstrate analytical and problem-solving skills
IV. Demonstrate effective verbal and written communication
V. Demonstrate an understanding and practical application of law-office management and related computer applications in the legal environment

VIDEO PRODUCTION TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Understand and apply technology and processes unique to the video production business
II. Apply skills appropriate for employment at an entry level in commercial production firms, broadcasting, corporate production facilities, etc.
III. Complete all phases of a scripted video production, including subject matter research, script writing, shooting, editing, directing and producing
IV. Operate a variety of industry specific equipment, including computers and software
V. Apply good resource management techniques

WEB TECHNOLOGY PROGRAM GOALS
The graduate should be able to

I. Perform content and technical analysis
II. Develop web applications/sites
III. Implement application/site design
IV. Maintain applications
V. Manage web environment
VI. Manage enterprise-wide web activities

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