

2017-2018 CAREER PROGRAMS

Information is provided in this section for each of the following Career Programs Goals

ADMINISTRATIVE PROFESSIONAL TECHNOLOGY

Medical Office Concentration

Program Goals: Upon completion of the Administrative Professional Technology program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Demonstrate knowledge of computer application programs.
- II. Use terminology and reference materials specific to the field.
- III. Work independently or function within a work team to complete projects.
- IV. Apply knowledge of emerging technology trends.
- V. Apply proofreading skills involving grammar, punctuation and language arts.
- VI. Use the internet for research and communication.

BUSINESS

Accounting Concentration

Culinary Arts Concentration

Hospitality Concentration

Management Concentration

Program Goals: Upon completion of a Business program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Apply the basic principles of Business.
- II. Integrate business disciplines.
- 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 the use of technology.
- VI. Qualify for entry-level positions in business.
- VII. Demonstrate an understanding of the global nature of business.

COMPUTER INFORMATION TECHNOLOGY

Cyber Defense Concentration

Networking Concentration

Programming Concentration

Systems Administration and Management Concentration

Program Goals: Upon completion of the Computer Information Technology program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Communicate effectively and work independently or as a team member.
- II. Use computers, related equipment and resources which are up to date, real-world and represent current and emerging trends in the employment field.
- III. Apply terminology, numeric concepts, social/ethical implications and/or system concepts associated with the information technology field.
- IV. Use current application and system software including programming tools such as integrated development environment (IDE), assemblers, compilers, interpreters and debuggers.
- V. Write algorithms and implement solutions in a computer language using software development cycles and project management tools for a set of requirements.
- VI. Plan, install, manage and troubleshoot a computer network environment.

CRIMINAL JUSTICE

Program goals. Upon completion of the Criminal Justice program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Acquire a basic knowledge of sociological theory (criminology); procedural rules and practices; technological tools, and the legal and political systems fundamental to the administration of criminal justice.
- II. Develop and demonstrate an ability to use standard investigative and evidentiary methods and technology related to the administration of criminal justice.
- III. Develop and use planning, organizational and compositional skills essential to effective communication in the field of criminal justice.
- IV. Develop and use analytical skills to gain better understanding of social problems (criminology) and the methods used to address them (criminal justice).
- V. Develop and apply professional standards and ethics in the administration of criminal justice, including an awareness of the role that cultural diversity plays.

EARLY CHILDHOOD EDUCATION

Program Goals: Upon completion of the Early Childhood Education program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Promote child development and learning of young children from diverse backgrounds.
- II. Build family and community relationships.
- III. Observe, document, and assess to support young children and families.
- IV. Use developmentally effective approaches for teaching young children.
- V. Use content knowledge to build meaningful curriculum.
- VI. Identify and conduct him- or herself as a member of the early childhood profession, including upholding ethical standards.

ELECTRICAL ENGINEERING TECHNOLOGY

Automated Industrial Systems option

Electrical Engineering Technology option

Program goals. Upon completion of the Electrical Engineering Technology program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Apply basic engineering theories and concepts creatively to analyze and solve technical problems.
- II. Utilize with a high degree of knowledge and skill equipment, instruments, software, and technical reference materials currently used in industry.
- III. Communicate effectively using developed writing, speaking-and graphics skills.
- IV. Assimilate and practice the concepts and principles of working in a team environment.
- V. Obtain employment within the discipline or matriculate to a four-year program in engineering or industrial technology

ENGINEERING TECHNOLOGY

Civil Engineering Concentration

Architectural Design Technology option

Construction Engineering Technology option

Construction Science option

Industrial Maintenance Concentration

Manufacturing Concentration

Sustainable Design Concentration

Program Goals: Upon completion of an Engineering Technology program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- VI. Apply basic engineering theories and concepts creatively to analyze and solve technical problems.
- VII. Utilize with a high degree of knowledge and skill equipment, instruments, software, and technical reference materials currently used in industry.
- VIII. Communicate effectively using developed writing, speaking-and graphics skills.
- IX. Assimilate and practice the concepts and principles of working in a team environment.
- X. Obtain employment within the discipline or matriculate to a four-year program in engineering or industrial technology

GENERAL TECHNOLOGY

Program goals. Upon completion of the General Technology program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Utilize diverse disciplines to enhance communication, research, business or technology skills in the workplace.
- II. Connect relevant experience and academic knowledge.
- III. Adapt and apply skills, abilities, theories or methodologies gained in one situation to new situations.
- IV. Develop effective problem-management and decision-making skills.
- V. Effectively demonstrate professional skills including basic math, verbal and written communications, and the use of technology; work independently and function on a team; identify problems and use appropriate techniques to find solutions.

INTERIOR DESIGN TECHNOLOGY

Program Goals: Upon completion of the Interior Design Technology program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- 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.

MECHANICAL ENGINEERING TECHNOLOGY

Program goals: Upon completion of the mechanical engineering technology program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Apply an intermediate level of competency with computer applications common to modern industry.
- II. Understand and use industry codes and practices necessary to function in an industrial environment.
- III. Understand and apply the various materials used to manufacture products, along with the various manufacturing processes used to convert these materials into finished goods.
- IV. Assimilate and practice the concepts and principles of working safely in a team environment.
- V. Demonstrate skill and knowledge in preparation for industry-recognized certification examinations.

MEDIA TECHNOLOGIES

Audio Production Engineering Concentration
Design for Web and Print Concentration
Photography Concentration
Video Production Technology Concentration
Animation option

Video Production option
Web Technology Concentration

Program Goals: After successfully completing the Media Technologies program, the graduate will be equipped to do the following:

- I. Create media that communicate the desired message to the intended audience.
- II. Use a wide variety of industry-standard equipment, techniques, software, hardware and materials to produce the appropriate content.
- III. Demonstrate various styles in communications media that display a grasp of both design and communication principles and techniques.
- IV. Demonstrate proficiency in the techniques and equipment that facilitate adaptation to constantly changing media.
- V. Understand and respect the rights and responsibilities of the artist, subject, client, user and employer, including intellectual property rights.
- VI. Create a portfolio demonstrating design and communication skills, technical competence, and industry standards and practices.

NURSING

Program Goals: Upon completion of the Nursing program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Practice within the ethical, legal and regulatory frameworks of nursing and standards of professional practice. (Professional Behavior)
- II. Communicate effectively using verbal, nonverbal and written techniques including information and technology. (Communication)
- III. Analyze subjective and objective data to identify actual or potential health alterations. (Assessment)
- IV. Evaluate outcomes of clinical decisions implemented to provide safe and effective evidence-based nursing care. (Clinical Decision Making)
- V. Evaluate the effectiveness of caring interventions that incorporate principles of dignity, diversity, safety and knowledge. (Caring Interventions)
- VI. Evaluate the effectiveness of the implemented teaching plan to meet the learning needs of clients, families and/or groups. (Teaching and Learning)
- VII. Collaborate when planning, implementing, and evaluating care. (Collaboration)
- VIII. Manage care through effective use of prioritization, delegation, informatics and resources. (Managing Care)

PARALEGAL STUDIES

Program Goals: Upon completion of the Paralegal Studies program, the graduate will be will have developed the skills, knowledge and abilities to accomplish the following:

- I. Apply the basic principles of law and legal ethics.
- II. Qualify for entry-level positions using skills acquired through the legal specialty courses.
- III. Identify problems and use analytical skills to find solutions.
- 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.

WELDING TECHNOLOGY

Program goals. Upon completion of the Welding Technology program, the graduate will have developed the skills, knowledge and abilities to accomplish the following:

- I. Reach their full potential in the welding field.

- II. Use the correct procedure in setting up equipment, and skills used in welding.
- III. Use Shielded Metal Arc Welding, Gas Metal Arc Welding, and Gas Tungsten Arc Welding machines in both pipe and plate welding.
- IV. Explain the physical characteristics of different metals.
- V. Develop the cognitive and physical skills necessary to pass certification tests.
- VI. Apply welding knowledge to effectively utilize problem solving skills as it relates to the operation of equipment in the industry.
- VII. Demonstrate the ability to identify, analyze, and synthesize relevant data from multiple information sources in order to develop acceptable conclusions.

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